

**MOUNT SHASTA FIRE PROTECTION DISTRICT
REGULAR BOARD MEETING MINUTES**

WEDNESDAY, JULY 17, 2019

10:00 A.M.

600 MICHELE DRIVE

**CHAIRMAN ROBERT ASHWORTH
DIRECTOR RICHARD KLIEWER
CHIEF RICK JOYCE**

**VICE-CHAIRMAN JACK MILLER
DIRECTOR
BATTALION CHIEF JOHNATHAN DUNCAN**

**DIRECTOR MIKE HAMILTON
CHIEF MATT MELO
SECRETARY CHRIS WEAVER**

ITEM:

- 1. Call to Order, Chaplain to give Invocation, and Flag Salute**
10:01 am

- 2. Roll Call**
Ashworth, Miller, Hamilton, Kliewer and Joyce were present. Melo and Duncan were absent.

- 3. Approval of Minutes for the Regular Board Meeting of June 19, 2019**
M/S/C (Miller/Hamilton 4-0) to approve June 19th minutes.

- 4. Public Comment on Open/Closed Session Items: This is an opportunity for members of the public to address the Board on subjects within its jurisdiction, whether or not on the agenda for this meeting. The Board reserves the right to reasonably limit the length of individual comments and/or the total amount of time allotted to public comments. Speakers may request their comments be heard during Public Comment instead of the time when the item is to be acted upon by the Board. The Board may ask questions but may take no action on items addressed during the Public Comment period except to direct staff to prepare a report or to place the item on a future agenda. If you desire a written response, please provide the secretary with your mailing address.**
None

- 5. Cash Report for June 2019 and P&L, Balance Sheet and Statement of Cash Flow for July 2018 – June 2019**
\$600,558.35

6. Old Business and Board Directives from Previous Meetings

6a. Status of Richard Kliewer's Ethics & Harassment training

Completed training and turned in certificates

6b. Progress report on 5-year plan for District/City

Tabled until August Board meeting.

6c. Dates of community outreach for fire preparedness

No new dates. Dunsmuir meeting was cancelled. Pacific Power meeting was not very informative – presenters were unprepared with useful information. Keep on agenda for August.

6d. Follow-up from Chief Joyce regarding purchase of new vehicles and sale of 4640,4601 and 4600.

Purchased two new 2019 RAM 2500 pick-ups from Lithia Chrysler Jeep Dodge in Medford. Took delivery July 2, 2019. Total cost of vehicles, including tax, was \$117,876.00. All striping I completed. Radios and lights have been ordered. Estimated total cost of all equipment is \$135,000. We will be getting a refund from the DMV for \$1,226.00 due to an error on the registration fees charged by the dealer.

None of the older trucks have been sold yet. The Chief's 4600 is on the City Council's Agenda for July 22, 2019 to be purchased for \$30,000.

7. NEW BOARD BUSINESS AND POSSIBLE ACTION – None

8. Next regularly scheduled Board Meeting is for Wednesday, August 21, 2019 at 10:00 a.m.

9. Chief's Report and MSFPD Information Report to the Board – Chief Joyce.

73 calls. 4-minute average response time. Average 6 responders per call.

Held multiple trainings on Wednesdays and Saturdays. Trained on rope rescue, scba training, hose loads, radio operations, hose lays, ladder drills and forcible entry on commercial doors. Station 2 painting has been completed.

10. Donations

None

11. Deposits

- **\$150.00 Baker restitution**

12. Fund Transfers

- **\$117,876.00 To transfer money from the District's contingency account (#800000) to the Equipment-Special Districts account (#762100) for the purchase of two new vehicles.**

M/S/C (Kliewer/Hamilton 4-0) to approve fund transfer

13. Payment of the Bills – a detailed list containing all payees and payment amounts will be provided during the meeting.

M/S/C (Kliewer/Miller 4-0) to approve payment of bills as presented.

14. Ratify Payroll Claims- Supporting documentation will be provided during the meeting

- **Regular Payroll: 06.07 – 06.20.19**
 - **\$210.10** wages
 - **\$34.80** Federal taxes
- **Regular Payroll: 06.21 – 07.04.19**
 - **\$153.31** wages
 - **\$25.38** Federal taxes

Added to the Agenda:

- **Quarterly Stipend Payroll: 04.01.19 – 06.30.19**
 - **\$1200.55** wages
 - **\$198.90** Federal taxes

M/S/C (Kliewer/Hamilton 4-0) to ratify all 3 payroll claims as presented.

14. Board Comments and Questions: At this time, members of the Board may ask questions of staff, request that reports be made at a later date, or ask to place an item on a subsequent agenda on any subject within the Committee’s jurisdiction. In addition, the Board members may take this opportunity to make comments on any topic that is not on this agenda; however, no deliberation may be conducted and no decision may be made on such topics.

None

15. Adjournment

M/S/C (Miller/Hamilton 4-0) to adjourn at 10:21a.m.

Submitted Respectfully,

Secretary Weaver

Approved,

Chairman Ashworth

