

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

WEDNESDAY, AUGUST 8TH, 2018

10:00 A.M.

600 MICHELE DRIVE

CHAIRMAN ROBERT ASHWORTH

VICE-CHAIRMAN RICHARD KLIEWER

DIRECTOR JAMES BEEM

DIRECTOR CHAD MCCALL

DIRECTOR JACK MILLER

CHIEF MATT MELO

CHIEF RICK JOYCE

BATTALION CHIEF JOHNATHAN DUNCAN

SECRETARY JUDY COZINE

ITEM:

REFER TO:

1. **Call to Order, Chaplain to give Invocation, and Flag Salute**
10:00 a.m.; Chaplain Grossman gave the invocation.
2. **Roll Call**
Directors Ashworth, Kliewer, and Miller present. Directors Beem and McCall absent.
3. **Approval of Minutes for the Regular Board Meeting of July 11th, 2018 and Special Board Meeting of July 16th, 2018.** **3-7**
M/S/C to approve July 11th minutes (Miller, Ashworth, 2 ayes – 1 abstain – 0 nays)
M/S/C to approve July 16th minutes (Miller, Kliewer, 3-0)
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.**
No members of the public present.
5. **Cash Report**
As of 07/31/2018, the interfund cash balance is \$386,253.50.
6. **Old Business and Board Directives from Previous Meetings**
7. **NEW BOARD BUSINESS AND POSSIBLE ACTION**
 - 7a. **Accept and adopt the 2018/2019 budget with Resolution #08082018. - Board of Directors**
Item tabled until further notice.
 - 7b. **Approve the complete parcel and direct assessment listing, including all modifications, in electronic format to be added to the 2018/2019 Secured Current tax bill; Approve Admin fee; Approve contractual agreement. - Chief Joyce** **8**
M/S/C (Kliewer, Miller, 3-0)
8. **Next regularly scheduled Board Meeting is for Wednesday, September 12th, 2018 at 10:00 a.m.**

8. Chief's Report and MSFPD Information Report to the Board. —Chief Joyce

Chief Joyce reads the July report.

105 calls, with an average of 4 responders per call.

Training report: Wildland hoselays; mobile attacks; reviewed shelter deployment and fire behavior.

Information report: BC Duncan took a strike team to the Carr fire July 25th. As yet they have been out 14 days, and were extended another 7 days.

9. Donations

No donations.

11. Deposits

- **\$30.00** **Baker Restitution**
- **\$4,668.48** **Martin Fire (State)**

12. Fund Transfers

Revenue recognition and allocation:

- Martin Fire (State): \$4,669.00 to 611100

To be ratified:

Account Transfers

M/S/C (Miller, Kliewer, 3-0)

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, 3-0)

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

9-17

- **Regular Payroll: 06/22-07/05/2018**
 - **\$101.58** **wages**
 - **\$16.84** **Federal taxes**
- **Stipend Payroll: 04/01-06/30/2018**
 - **\$392.48** **wages**
 - **\$65.04** **Federal taxes**
- **Stipend Payroll: 01/01-03/31/2018**
 - **\$36.94** **wages**
 - **\$6.12** **Federal taxes**
- **Regular Payroll: 07/06-07/19/2018**
 - **\$208.94** **wages**
 - **\$34.62** **Federal taxes**
- **Quarterly CA UI and Unemployment Tax: 04/01-06/30/2018**
 - **\$1,338.06** **tax payment**

M/S/C (Miller, Kliewer, 3-0)

15. 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.

Director Miller requested his cell phone number be added to the Director contact list.

Director Kliewer asked about the status of the new door for Station #2, and was informed that we are waiting to hear back from the engineer as to what changes need to be made to the building.

Secretary Davis informed the board that she forgot to add an agenda item to swear in our new secretary and stated she had an Oath of Office form ready. The board decided to swear in Secretary Cozine at this time.

16. Adjournment

10:22 a.m.

Submitted respectfully,

Secretary Cozine

Approved:

Chairman Ashworth