

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

WEDNESDAY, SEPTEMBER 18, 2019

10:00 A.M.

600 MICHELE DRIVE

CHAIRMAN ROBERT ASHWORTH

VICE-CHAIRMAN JACK MILLER

DIRECTOR MIKE HAMILTON

DIRECTOR RICHARD KLIEWER

DIRECTOR

CHIEF MATT MELO

CHIEF RICK JOYCE

BATTALION CHIEF JOHNATHAN DUNCAN

SECRETARY CHRIS WEAVER

ITEM:

1. Call to Order and Flag Salute

10:01 am

2. Roll Call

Ashworth, Miller, Hamilton and Joyce - present Kliewer, Melo, Duncan – absent

3. Approval of Minutes for the Regular Board Meeting of August 21, 2019 and Special Board Meeting of August 30, 2019

M/S/C (Hamilton/Miller 3-0) to approve the August 21st and August 30th 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 August 2019

\$452,132.25

6. Old Business and Board Directives from Previous Meetings

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

Chief Joyce reported the plan is still in progress. We are working in concert with the City.

6b. Follow-up from Chief Joyce regarding sale of 4640 and 4601

Vehicle 4640 was sold to the Dorris Fire Dept. for \$8,500. There are two parties interested in 4601. We should have a deal by the next Board meeting.

7. NEW BOARD BUSINESS AND POSSIBLE ACTION

None

8. Next regularly scheduled Board Meeting is for Wednesday, October 16, 2019 at 10:00 a.m.

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

89 calls. 3:30 minutes-average response time. Average 5 responders per call.

Held Wednesday trainings on ladders and hose loads and low angle rope rescues.

Miller asked if we had any snap tank trainings coming up. Chief said he would alert the Board when that type of trainings was being given again.

10. Donations

None

11. Deposits

- \$ 118.04 US Bank CalCard rebate
- \$ 1,096.56 Reservoir Fire (State)
- \$ 8,500.00 Sale of 2005 Dodge PU to Dorris VFD
- \$ 4,971.45 SHF Lightning Fire (Federal)

12. Fund Transfers

- \$ 1,097.00 Allocation of Reservoir Fire revenues #540800 to Salaries and Wages #611000 (\$648.00) and Special Departmental Expense #728000 (\$449.00)
- \$ 4,972.00 Allocation of SHF Lightning Fire revenues #542700 to Salaries and Wages #611100 (\$2,949.00) and Special Departmental Expense #728000 (\$2023.00)

M/S/C (Miller/Hamilton 3-0) to approve Fund Transfers.

Weaver handed out a summary of our Strike Team activity for fiscal 2019-2020 for the Board's information.

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

M/S/C (Hamilton/Miller 3-0) to approve payment of bills presented.

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

- **Regular Payroll: 8.30 – 09.12.19**
 - **\$219.34** wages
 - **\$ 36.32** Federal taxes

Added during the meeting:

- **Strike Team Payroll: Skunk Fire 8.13.19**
 - **\$198.55** wages
 - **\$ 32.90** Federal taxes
- **Strike Team Payroll: Butte Fire 9.5.19**
 - **\$469.53** wages
 - **\$ 85.94** Federal taxes

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

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.

None

16. Adjournment

M/S/C (Hamilton/Miller 3-0) to adjourn at 10:23 a.m.

Submitted respectfully,

Secretary Weaver

Approved,

Chairman Ashworth

