

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

**WEDNESDAY, OCTOBER 16, 2019**

**10:00 A.M.**

**600 MICHELE DRIVE**

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**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**

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**ITEM:**

**1. Call to Order, Chaplain to give Invocation, and Flag Salute**

10:04 am Invocation by Richard Kliewer

**2. Roll Call**

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

**3. Approval of Minutes for the Regular Board Meeting of September 18, 2019**

M/S/C (Hamilton/Miller 3-0) to approve the September 18<sup>th</sup> 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 September 2019**

\$439,846.95

**6. Old Business and Board Directives from Previous Meetings**

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

To be continued to next Board meeting. Kliewer inquired about any employee pay and/or benefit issues as they may affect our current Employee Cost Share Contract with the City. The Chief replied he was not aware of any.

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

Lake Shastina Fire Dept. possibly interested in purchasing this 2009 Dodge Ram 2500 PU.  
If they do not purchase, it will be advertised for sale.

**7. NEW BOARD BUSINESS AND POSSIBLE ACTION**

**7a.** Weaver presented the District's 3<sup>rd</sup> Quarter 2019 Profit & Loss, Balance Sheet, and Cash Flow Statement for the Board's review. No questions or comments.

**8. Next regularly scheduled Board Meeting is for Wednesday, November 20, 2019 at 10:00 a.m.**

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

83 calls                      3:40 minutes average response time                      Average responders/call were 5  
SCBA and PPE training and dry runs of advancing hose through a structure were conducted in  
September. Low Angle Rope Rescue class will be held Oct. 23<sup>rd</sup>.... still a few spots left.

Kliewer asked if we had received our money for the General County Fire coverage of the campgrounds from Cal Fire-Dept. of Forestry. We have not as yet. Also inquired as to whether this was enough to cover our expenses for this coverage. Chief Joyce will research and this will be put on the agenda for the November Board meeting.

**10. Donations**

None

**11. Deposits**

- \$ 75.00 Baker restitution
- \$ 625.63 Skunk Fire (State)

**12. Fund Transfers**

- \$ 626.00 Allocation of Skunk Fire revenues #540800 to Salaries and Wages #611000 (\$245.00) and Special Departmental Expense #728000 (\$381.00)

M/S/C (Miller/Kliewer 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 presented



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

- **Regular Payroll: 9.13 – 09.26.19**
  - \$195.08 wages
  - \$ 32.34 Federal taxes
  
- **Regular Payroll: 9.27 – 10.10.19**
  - \$140.83 wages
  - \$ 23.34 Federal taxes
  
- **Strike Team Payroll: 9.5 – 9.6.19 Cover Assignment (State**
  - \$3037.81 wages
  - \$ 605.66 Federal taxes
  - \$ 5.86 State taxes
  
- **Quarterly CA UI and ETT tax deposit: 7.01 – 9.30.19**
  - \$ 402.72 State taxes
  
- **Quarterly Stipend Payroll: 07.01.19 – 09.30.19**
  - \$1662.30 Wages
  - \$ 275.40 Federal taxes

M/S/C (Hamilton/Miller 4-0) 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.**

Miller would like to see the District fill the vacancy on the Board. Doesn’t seem to be any interest. Current Board members have made inquiries.

Ashworth brought up the increase in fire insurance. The ISO rating doesn’t seem to matter anymore. The State offers very expensive fire insurance for 3x-4x the current rates. Remind people to keep up their current insurance. Some companies are choosing not to offer fire insurance at all anymore.

Ashworth inquired about a way to help senior citizens who cannot physically clear brush from their land as required by the state nor afford to hire someone to do it for them. Chief Joyce said Cal Fire had been looking into grants to pay for this type of clean-up and neighborhood organizations are being organized in some instances to address this issue at no cost to the folks needing assistance.

**16. Adjournment**

M/S/C (Kliewer/Miller 4-0) to adjourn at 10:48a.m.

**Respectfully submitted,**

**Secretary Weaver**

**Approved,**

**Chairman Ashworth**



