

MOUNT SHASTA FIRE PROTECTION DISTRICT
REGULAR BOARD MINUTES

WEDNESDAY, October 21, 2020

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, Chaplain to give Invocation, Flag Salute**
10:02 am, Chaplain Keith Bradley, Sheriff's Dept., gave the invocation, Director Ashworth led the flag salute.
- 2. Roll Call**
Ashworth, Hamilton, Kliewer, Miller – present Melo, Joyce, Duncan - absent
- 3. Approval of Minutes for the Regular Board Meeting of September 16, 2020**
M/S/C (Hamilton, Kliewer 4-0) to approve September 16, 2020 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 Comments 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 2020**
\$445,700.38 cash on hand

6. Old Business and Board Directives from Previous Meetings

6a. Discuss minimum cash balance for the District

Tabled until the November 2020 Board Meeting when Chief is present

6b. Review and Approve the new 5-year plan for the District

Tabled until November 2020 Board Meeting when Chief is present

6c. Annual County payment to the District for added coverage of campground to the west of Lake Siskiyou. No payment received for 2018 or 2019. (Richard Kliewer)

Kliewer and Weaver drafted a letter detailing the District's understanding of this agreement, signed by Ashworth and delivered to Supervisor Kobseff (copy attached). Chief Joyce sent an email to Supervisor Valenzuela regarding the issue of jurisdiction of campfires around Lake Siskiyou.

Received no response from either Kobseff or Valenzuela. Chairman Ashworth will attend the Nov 10th Board of Supervisors meeting to address these issues.

7. New Board Business and Possible Action

7a. Presentation of District's 3rd quarter 2020 Balance Sheet, Profit & Loss Statement and Cash Flow Statement for review and discussion.

Board reviewed these informational statements. Had no questions.

8. Next regularly scheduled Board Meeting is for Wednesday, November 18, 2020 at 10:00 a.m.

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

Chief was absent. Left report for Board's information.

107 calls 4:20 minutes Ave. Response Time Average of 4 Responders per call
No training during the month because personnel were out on fires. We've been on Slatter, Zogg Fire and the August Complex

Kliewer would like Chief to address at next Board meeting "why there are any "authorized burns" at all during these hot, windy times with so many existing fires"

10. Donations

None

11. Deposits

- \$.00 Baker Restitution
- \$ 708.64 E & F Recovery
- \$ 22,610.28 State payment for Badger Fire (Acct 540800)
- \$ 218.99 Tessco refund for double payment of invoice

12. Fund Transfers

- \$ 13,389.00 to Acct 611100 from Acct. 540800 for Badger Fire wages
- \$ 9,222.00 to Acct 728000 from Acct 540800 for Badger Fire expenses
- \$ 69,231.00 to Acct 611100 from Contingency Acct 800000 for Station Coverage wages

M/S/C (Hamilton/Miller 4-0) to approve fund transfers

13. Payment of Bills – a detailed list containing all payees and payment amounts and invoice copies 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: 09.11.20 – 09.24.20**
 - \$ 205.48 wages
 - \$ 34.04 Federal taxes
- **Regular Payroll: 09.25.20 – 10.08.20**
 - \$ 139.68 wages
 - \$ 23.14 Federal taxes
- **Strike Team Payroll: 08.21.20 – 09.04.20 Station Coverage (State)**
 - \$ 47,040.46 wages
 - \$ 18,680.60 Federal taxes
 - \$ 2,602.24 State taxes
- **Strike Team Payroll: 09.18.20 – 09.18.20 Mobile Fire (State)**
 - \$ 176.63 wages
 - \$ 29.24 Federal taxes
- **Stipend Payroll: 07.01.20 – 09.30.20**
 - \$ 1,569.95 wages
 - \$ 260.10 Federal taxes
- **Quarterly CA U.I. and ETT tax payments: 07.01.20 – 09.30.20**
 - \$ 3,037.32

M/S/C (Kliewer/Miller 4-0) to ratify payroll claims as presented

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

Kliwer requested discussion or repair/replacement of type 3 equipment be put on the November agenda.

Weaver reported the Siskiyou County Board of Supervisors appointed Bob Ashworth for another 4-year term on the District's Board at their October 20, 2020 meeting. The District still has one Board vacancy.

16. Adjournment

M/S/C (Kliwer/Hamilton 4-0) to adjourn meeting at 10.22 am

Respectfully submitted,

Chris Weaver, Secretary

Approved,

Robert Ashworth, Chairman