

MOUNT SHASTA FIRE PROTECTION DISTRICT

REGULAR BOARD MEETING AGENDA

WEDNESDAY, NOVEMBER 8TH, 2017

10:00 A.M.

600 MICHELE DRIVE

CHAIRMAN ROBERT ASHWORTH

VICE-CHAIRMAN RICHARD KLIEWER

DIRECTOR JOHN ANDERSON

DIRECTOR JAMES BEEM

DIRECTOR CHAD MCCALL

CHIEF MATT MELO

CHIEF RICK JOYCE

BATTALION CHIEF JOHNATHAN DUNCAN

SECRETARY JENNIE DAVIS

ITEM:

REFER TO:

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

10:00 am

2. Roll Call

Directors Ashworth, Kliewer, Beem, and McCall present. Director Anderson absent.

3. Approval of Minutes for the Regular Board Meeting of October 11, 2017.

4-7

M/S/C (Beem, McCall, 4-0)

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.

Jack Miller is present. He asked about Chris Baker's restitution.

5. Cash Report

8-10

On 10/31/2017, the interfund cash balance was \$134,117.49. As of 11/08/17, it is \$175,145.89.

6. Old Business and Board Directives from Previous Meetings

6c. Update P&P- Station Coverage Strike Team Chapter III, Code 1-III-4. –Chief Joyce

This P&P update was approved on 10/11/2017. It was kept on the agenda as Secretary Davis needed some help from the Auditor's office to determine how, if possible, to retroactively pay 16/17 Strike team employees for personnel costs. Secretary Davis has been working with the Auditor's office and there is no solution as of yet. Item is tabled until December.

7. NEW BOARD BUSINESS AND POSSIBLE ACTION

7a. Update from County Supervisor Kobseff on adjusting the District boundary lines. -Director Kliewer

Director Kobseff wants a status report to see where the District is at on this end, and understands that the fire season has kept us busy. He asks if we have received the \$500.00 the Board of Supervisors approved, as a payment to the District from the County, for the Lake Siskiyou area. This will be an annual payment to the District, as this is a franchisee of the County and is not paying fire tax.

Chief Joyce informs Director Kobseff and the Board that he is working on the LAFCO application, and is outlining areas that should be annexed into the District. There is some discussion involving Tannerville, Hammond Ranch, and Forest Service land.

7b. Review E4612 financials, and possibly declare surplus. – Director Ashworth

11-13

M/S/C (Kliewer, McCall, 4-0) to declare 4612 surplus, and to approve its sale if we can sell for at least what is owed.

7c. Accept VFA Grant #7FG17178 with Resolution #11082017. –Chief Joyce

14-15

M/S/C (Beem, McCall, 3- with Director Kliewer abstaining) to accept the VFA Grant and approve Resolution #11082017.

8. Next regularly scheduled Board Meeting is for Wednesday, December 13th, 2017 at 10:00 a.m.

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

Chief Joyce reads the September report.

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

Training report: Engine orientation, ladder, proper donning of PPE training with new volunteers.

Multi agency weekly training to start again now that peak fire season is over. McCloud has expressed an interest in joining the weekly trainings.

Information report: New tires on C4600 and SQ4640. C4601 to be done this week.

Estimated deposit for strike teams and engine rental is \$121,000.00.

10. Donations

No donations

11. Deposits

- **10/16/2017**
 - **\$729.30- Fire (Federal)**
 - **\$850.85- Fire (Federal)**
- **11/01/2017**
 - **\$766.66- EF Recovery**
 - **\$61,655.07- Salmon Complex (State)**

12. Fund Transfers

16-17

- **Making the following a matter of public record:**
 - **Transfer of \$6,600.00 from 728000 to 762100**
 - **\$41,496.00 to 611000**
 - **\$20,160.00 to 728000**

M/S/C (McCall, Beem, 4-0)

- **Presented today**
 - **\$171.00 to 611100**
 - **\$559.00 to 728000**

M/S/C (Beem, McCall, 4-0)

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

M/S/C (Beem, McCall, 4-0)

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

18-23

- **Regular Payroll: 09/29-10/12/2017**
 - **\$248.90** **wages**
 - **\$41.20** **Federal taxes**
- **Retroactive Payroll: 07/01-09/28/2017**
 - **\$74.56** **wages**
 - **\$12.38** **Federal taxes**
- **Regular Payroll: 10/13-10/26/2017**
 - **\$25.86** **wages**
 - **\$4.28** **Federal taxes**
- **Salmon Complex (State)**
 - **\$24,098.35** **wages**
 - **\$8,067.66** **Federal taxes**
 - **\$844.32** **State taxes**

M/S/C (McCall, Kliewer, 4-0)

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 Kliewer asks about progress on Station 2 upgrades. Chief Joyce informs him that Battalion Chief Duncan is working on contacting an engineer. Director Kliewer requests that a Station 2 update be put on December's agenda.

Director Ashworth comments that we are not getting a good turnout for structure fires. He would like to hire more firefighters that would be staffed 9 months (1000 hours) out of the year, and contract out for wildland fires during the fire season. This item will be placed on the December agenda.

16. Adjournment

11:09 am

Submitted respectfully,

Secretary Davis

Approved:

Chairman Ashworth