

MOUNT SHASTA FIRE PROTECTION DISTRICT
REGULAR BOARD MINUTES

WEDNESDAY, March 16, 2022

10:00 A.M.

600 MICHELE DRIVE

CHAIRMAN ROBERT ASHWORTH VICE-CHAIRMAN MIKE HAMILTON DIRECTOR JACK MILLER
DIRECTOR RICHARD KLIEWER DIRECTOR
CHIEF RICK JOYCE CHIEF JOHNATHAN DUNCAN SECRETARY CHRIS WEAVER

ITEM:

- 1. Call to Order, Chaplain to give Invocation, Flag Salute**
10:02 am Flag salute led by Bob Ashworth. Invocation by Chaplain Bradley.
- 2. Roll Call**
Ashworth, Hamilton, Miller, Kliewer – present Joyce, Ducan - absent
- 3. Approval of Minutes for the Regular Board Meeting of February 16, 2022**
M/S/C (Miller/Hamilton 4-0) to approve February 16, 2022 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 February 2022**
\$530,363.64 as of 2/28/22
\$566,552.71 as of 3/7/22

6. Old Business and Board Directives from Previous Meetings

6a. Have we received payment for Dillard Fire (\$10,0087.36)?

No

6b. Baker restitution update.

Miller spoke with John Quinn, County Counsel's office, 2/18/22. The recent hearing involving Baker was for the sole purpose of Baker informing the court that he has hired an attorney to represent him whereas previously Baker was representing himself. Miller informed Quinn that the District's Board had voted at the last Board meeting, February 16, 2022, to collect interest on the total of restitution owed the District. Quinn replied that he would take care of that.

7. New Board Business and Possible Action

7a. Board review and approval of 20-21 audit

Board reviewed the Draft audit package: signed the Management Representation Letter, acknowledged the recommendation to consider hiring an accountant to prepare financial statements in conformity with generally accepted accounting principles, responded to that recommendation (no action required) and approved the Draft package.

M/S/C (Hamilton/Miller 4-0) to approve Draft 20-21 audit package as noted above.

8. Next regularly scheduled Board Meeting is for Wednesday, April 20, 2022 at 10:00 a.m.

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

Chief Joyce was absent.

69 calls 4:30 minutes average response time average of 4 responders per call

No training reported last month

9a. Has the City Council/City Manager been informed of our concern over lack of communication with the District regarding matters that affect the District?

Deferred to next Board meeting

9b. Has there been communication with the City regarding how to keep the 2 firefighters on payroll now that the Grant has expired that covered them?

Deferred to next Board meeting

9c. Are the COS Fire Academy students volunteering with Departments in the area they live?

Deferred to next Board meeting

10. Donations

none

11. Deposits

- \$ 36,340.86 2nd Qtr 2021 Special Property Assessment
- \$ 21.23 Tri Counties Bank interest

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

M/S/C (Miller/Kliwer 4-0) to approve payment of bills as submitted.

As soon as the District receives bills from Pacific Power and Cal Net those bills will be paid and three Board members will come by to sign the checks. Weaver will mail them as soon as the checks are signed.

13. Ratify Payroll Claims – supporting documentation will be provided during the meeting

- **Regular Payroll: 2.11.22 – 2.24.22**
 - \$ 144.69 wages
 - \$ 23.96 Federal taxes

- **Regular Payroll: 2.25.22 – 3.10.22**
 - \$.00 wages
 - \$.00 Federal taxes

M/S/C (Hamilton/Kliwer 4-0) to ratify payroll as submitted

14. 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.

-Ashworth has asked new City Chief Duncan to attend our Board meetings as often as possible to assist with an exchange of information between the City and the District. Duncan couldn't make it today because he was on a fire.

-Hamilton shared he understands the City Council is going out with a RFP to evaluate the pros and cons of forming a single fire department for the County

- Miller shared that Annmarie Zediker has resigned from the County Auditor's office.

15. Adjournment

M/S/C (Hamilton/Kliwer 4-0) to adjourn at 10:33 am

Respectfully submitted,

Chris Weaver,
Secretary

Approved,

Bob Ashworth
Chairman