

October 12, 2021 Tuesday @ 6:00 PM  
**SIERRA COUNTY FIRE PROTECTION DISTRICT # 1**  
**FIRE COMMISSIONERS MEETING AGENDA MINUTES**  
FIRE STATION 82, SIERRAVILLE CA

THIS MEETING WILL BE CONDUCTED IN PERSON AND VIA “CONFERENCE CALL”. THOSE WISHING TO ATTEND THE MEETING VIA TELEPHONE SHOULD CALL (701) 802-5316 AND USE ACCESS CODE 5188908.

**CALL TO ORDER: 6:02 pm**

Roll Call of Commissioners

{ X } Tom Rowson, Chairperson      { X } Richard Maddalena      { } Laurie Belli      { X } Tom Archer  
{ X } Candy Hunter remote      { X } Shawn Burt      { X } Jeff McCollum

Quorum **Yes**/No

**PUBLIC INTRODUCTION:** Mick Connolly, Fire Chief & Kelly Champion, Clerk

**PUBLIC COMMENT:** None

**MINUTES APPROVAL:** Approval of the Minutes: 9/14/21 **Commissioner Hunter questioned missing information from the last sentence in item #5 of New Business. The Clerk clarified it to read: “reserved for prepayment to volunteers.” Commissioner Hunter moved to approve the 9/14/21 minutes with the changes, Commissioner Maddalena seconded. 6 Ayes (Maddalena, Archer, Hunter, Burt, McCollum, Rowson) motion passed.**

**FINANCIAL STATEMENT:**

1. Review P&L, Balance Sheet, Report of Funds as of September 30, 2021 **H**
2. Approve Bill Payments **H**

**There was discussion with Chief Connolly regarding backup documentation for time billed for preposition. Chief Connolly verified that all corresponding timesheets were kept on file. Commissioner Archer moved to approve the financial statements as presented, Commissioner Burt seconded. 6 Ayes (Maddalena, Archer, Hunter, Burt, McCollum, Rowson) motion passed. Commissioner Maddalena moved to approve the bill payments as presented, Commissioner Burt seconded. 6 Ayes (Maddalena, Archer, Hunter, Burt, McCollum, Rowson) motion passed.**

**REPORTS & REQUESTS FROM DISTRICT CHIEF, BATTALION CHIEFS AND EMS COORDINATOR:**

1. Chief's Report (Response Summary, Fleet, Communications System, Faculties) **Chief Connolly briefed on recent emergency responses including 2 vehicle accidents on Hwy 89. E84 out of service for a week, actuator failed during training. Trained with E83 the following week and had trouble pumping.**
2. Update on purchase of Type 2 Engine with Cascade from CCFPD **Chief Connolly and volunteers Matt Hale picked up on Oct 7<sup>th</sup>. It drives well, has a nice short turn radius, the onboard cylinders need hydro testing, it pumps well but has a leak. CCFPD included 400' of 1 1/2" double jacket hose, a few nozzles and topped off the fuel tank. He plans to send a thank you with a photo once in service. Connolly met with Sheriff Fisher regarding a 4-month trial of the Active 911 app that is tied into the County CAD that will alert our members to their phones in addition to radio dispatch.**
3. Training / Recruitment/ Retention **Switching over to structural firefighting trainings. New member is Ron Decker from Calpine.**
4. Discussion/Action: Update on pricing for Vector Solutions training program **Estimated \$35-\$90 per person per year, still researching which package we need.**
5. Update on preposition deployments since last meeting and status of submitting billing cycles **All F42's have been mailed to OES. In total there were 4- 30 day assignments, 2- 24 hr & 1- 18 hr.**
6. Discussion/Action on obtaining a gas card for volunteers on assignment i.e. fuel cards, credit cards, ATM **The Commission agreed to increase Chief Connolly's CalCard limit to \$5,000 and to look into getting him a second card at \$2,000 for volunteers on assignment.**
7. Status report of obtaining procedures from other agencies to study and update SCFPD#1 **In progress.**

**UNFINISHED BUSINESS:**

1. Status of appeal for fire services rendered during the Loyalton Fire (Rick/Kelly) **Commissioner Maddalena reported that the USDA has 90 days from when CalOES submitted the second appeal, which was around September 1<sup>st</sup>.**
2. Update on PSPS Grant/generator install in Calpine and Sierraville (Rick) **Project in progress.**
3. Update on AFG Grant for turnout gear (Rick/Kelly) **The District received a denial notice for this application. There were a high number of applicants and ours did not score high enough for consideration.**

4. Discussion/Action Volunteer payment policy for Volunteers who participate in paid assignments (Rick) **Commissioner Maddalena presented a couple draft options for review and it was agreed that this policy is a work in progress.**
5. Discussion/Action Calpine Pond restoration project (Rick/Tom R.) **The County Board of Supervisors has set aside \$20,000 of Title III funds for this project and it was noted that it would not be started during this calendar year.**
6. Discussion/Action regarding liability insurance for Training/Recruitment/Retention consultant (Tom A.) **It was agreed to bind the contract with Mick Connolly and issue payment from July 1<sup>st</sup> to current. Direction was given to the Clerk to forward additional workers' compensation and firefighters insurance declarations to Commissioner Archer for thorough review.**

#### **NEW BUSINESS:**

1. Discussion of response from County auditor regarding tax assessment payments (Candy/Kelly) **District Clerk was able to reconcile District tax revenues received with the explanations from County Tax Collector/Treasurer. She presented her emailed conclusion to Commissioner Hunter. It was resolved to do an annual reconciliation with County Treasurer for continued clarification.**
2. Discussion/Action to mitigate fire hazard in Verdi (Candy) **Commissioner Hunter discussed a residential fire hazard brought to her attention and the various approaches to resolve with issue were discussed.**
3. Discussion/Action regarding Survey Grass-7 and determine asking price **Commissioner Archer moved to advertise for the surplus of the Type 3 Engine, a 1981 International brush truck, with a minimum bid of \$500, Commissioner Burt seconded. 5 Ayes, 1 Nay (Archer, Hunter, Burt, McCollum, Rowson-Ayes, Maddalena- Nay) motion passed.**
4. Discussion/Action to move the November meeting to Nov. 16<sup>th</sup> or some agreeable date due to a conflict (Tom R.) **ICpmmissioner Archer moved to continue the November 9<sup>th</sup> meeting to November 16<sup>th</sup>, Commissioner McCollum seconded. 6 Ayes (Maddalena, Archer, Hunter, Burt, McCollum, Rowson) motion passed.**
5. Discussion/Action of moving the Commission meeting date to the third Tuesday of the month to allow for more time for the clerk to reconcile Financial Statement due to bank statement cycle **Commissioner Archer commented that this could be done with an amendment to the bi-laws and would need to be published to the website.**

#### **ANNOUNCEMENTS AND COMMENTS:**

**NEXT SCHEDULED MEETING: November 16, 2021 at 6:00pm in Sierraville**

Key: **T** – Tabled from previous meeting **H** –Handout

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