

December 8, 2020 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: 6:01 pm**

Roll Call of Commissioners

{ X } Rick Maddalena, Chairperson      { X } Tom Rowson      { X } Laurie Belli      { X } Tom Archer 6:04pm  
{ X } Candy Hunter remote      { X } Shawn Burt      { } Vacant

Quorum Yes/No

**PUBLIC INTRODUCTION: Kelly Champion- Clerk, Chief Connolly**

**PUBLIC COMMENT:**

Matters under jurisdiction of the Sierra County Fire Protection District #1, and not on the agenda, may be addressed by the Public at the beginning of the regular agenda and any off-agenda matters before the Board for consideration. However, California law prohibits the Board from taking action on any matter which is not on the posted agenda. Any member of the public wishing to address the Board during the “Public Comment” period will be limited to a maximum of three minutes.

**MINUTES APPROVAL:** Approval of the Minutes: 11/10/2020 **Chairman Maddalena asked Commissioner Hunter to ask AnnMarie, from last meeting’s public comment, if there is an access road that needs attention per the Clerks minutes. Kelly stated she may not have heard AnnMarie’s comment clearly. Commissioner Hunter confirmed with AnnMarie that there were no access road issues. Commissioner Burt moved to approve the 11/10/20 minutes, Commissioner Rowson seconded. 6 Ayes (Maddalena, Rowson, Belli, Archer, Burt, Hunter), motion passes.**

**FINANCIAL STATEMENT:**

1. Review P&L, Balance Sheet, Report of Funds as of November 31, 2020 **H Commissioner Archer expressed wanting to set aside money for capital reserve. Commissioner Belli felt it was better to wait until the January tax revenues were received to determine cash flow.**
- Approve Bill Payments **H Commissioner Belli moved to approve the bill payments, Commissioner Burt seconded. 6 Ayes (Maddalena, Archer, Belli, Hunter, Burt, Rowson), motion passes.**

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

1. Chief’s Report (Response Summary, Fleet, Communications System, Faculties) (Mick) **Chief Connolly summed the recent responses and mentioned two vehicle rollovers. Kelly gave him a print out of emailed Loyaltan calls.**
2. Training / Recruitment/ Retention (Mick) **There is a new volunteer, John Wilson of Calpine. Kelly asked if there were other incentives the Commission does for volunteer appreciation and Chief Connolly said he likes to give winter beanies, gear bags and head lamps.**
3. EMS (Mick) **There are 4 volunteers either certified or working on certs for EMT, one EMR and one EMT2.**
4. Medical Supplies **More on order, spending will be way under budget because District is not getting charged by Plumas Eastern for the re-supply of their stock items.**
5. Class B Uniforms **In the process of ordering patches.**
6. Re-number apparatus to match assigned stations **Getting better pricing still, possibly all the numbering for less. Chairman Maddalena said that Chief Connolly’s 6 mo. probationary period is ending and to add to the next agenda.**

**UNFINISHED BUSINESS:**

1. PSPS Grant Update (fixed propane generators for each station) (Candy/Rick) **Commissioner Hunter reported that the grants are being awarded January 1<sup>st</sup> and that the Sierraville Water District along with Districts in Sierra City and Downieville also applied.**
2. First Reading of Financial Policy (Laurie) **There was discussion on minor adjustments/additions, Commissioner Belli to bring for second reading next meeting.**
3. Credit Card Update (Laurie/Kelly) **Commissioner Belli asked to add to the next meeting agenda approval of representative(s) authorized to sign the credit card agreement.**

4. Update on Calpine Siding Project (Rick) **Chairman Maddalena said that the south side was done, that there were problems with 2 exterior doors upstairs and that Rudy replaced the doors and had trouble with the hardware because it was not available. Rick will get an estimate for the rest of the building. The Calpine south-side siding replacement contract is complete.**
5. Update on Fire Wise Community (Tom R/Candy) **Commissioner Hunter has been in contact with AnnMarie, that she is dealing with both CA and NV and is overwhelmed with the project. Commissioner Rowson asked if there were problems with property owners getting fire insurance. Commissioner Hunter asked if there was a way to get in touch with the Verdi community to ask questions and Chairman Maddalenda said there were meetings in Verdi in the past couple years where emails were collected. Kelly is going to look in the computer for the information. Commissioner Rowson spoke with Supervisor Dryden who said that the application had been submitted and Sierra Brooks Firewise Community should be official in 2021.**
6. Update on Homeland Sec. Grant **No update at this time.**
7. Proposal to create one, district-wide auxiliary/association (Rick) **Chief Connolly has been going to meetings and said the effort is a slow process and that it's not "ripe" yet. There is "us vs. them" views and concerns from the "big pot" feeling like another organization wants their money. The meetings have been combined. It was also mentioned that the Calpine group was in receipt of a check with the Payee listed as the Calpine Volunteer Fire Department. District liability for implied association with the groups are a concern and Commissioner Archer would like to see an official non-profit organization formed.**
8. Website Update (Kelly, Mick) **Kelly is working to get the domain management switched to either the District or Streamline from Barbara Jaquez. She asked if there is any special software the district uses aside from QuickBooks and Microsoft Office because posting that information was the last of the transparency requirements per Chris at Streamline. Chairman Maddalena asked if Kelly would let the Commission know when the new site was fully live so they could check it out.**
9. Community wi-fi access from Calpine station (Kelly) **Kelly reported that the cost to open up the second port on the router would be \$99 initially and then there would be a monthly fee of \$109. The majority of the Commission did not want to spend money on it because it was not related to the District's operations.**
10. Development Fee Program, Before BOS 1/5/20 (Rick) **The BOS has the Fee on a January agenda. One lingering concern was thought to be the escalator factor becoming expensive if it had to be reviewed annually instead of in year 5.**

#### **NEW BUSINESS:**

1. Revised Conflict of Interest Code (Tom) **Commissioner Archer is still drafting a policy and wanted to have it added to the website once approved.**
2. Mid-Year Budget Review (Scope Changes Needed, Lower Building Maint, Lower Telephone Cost, Add Class B Uniform Cost, Add Truck Lettering Cost) **It was agreed to table to the January meeting.**
3. Annual transfer of Chair Role **Chairman Maddalena announced the transfer of Chair roll to Commissioner Rowson.**

**ANNOUNCEMENTS AND COMMENTS:** **Chairman Maddalena thanked Commissioner Burt for the work he did on the Loyalton Fire. He expressed admiration and appreciation for how he kept on top of it in the first 48 hours and throughout. Chief Connolly thanked the Commission for their part in the District's operations taking care of the overhead like keeping the lights and providing fuel etc.**

**NEXT SCHEDULED MEETING:** January 12, 2021 at 6:00pm in Sierraville

**ADJOURNMENT: 7:56**

Key: T – Tabled from previous meeting H – Handout

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