

November 16, 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: 6:00 pm**

Roll Call of Commissioners

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

Quorum **Yes**/No

**PUBLIC INTRODUCTION: Kelly Champion, Clerk. Fire Chief Connolly on assignment. No public present.**

**MINUTES APPROVAL:** Approval of the Minutes: 10/12/21 **Commissioner Maddalena moved to approve the 10/12/21 minutes, Commissioner McCollum seconded. Roll call vote- 6 Ayes (Maddalena, Archer, Hunter, Burt, McCollum, Rowson) 1 Abstain (Belli) motion passed.**

**FINANCIAL STATEMENT:**

1. Review P&L, Balance Sheet, Report of Funds as of October 31, 2021 **H**
2. Approve Bill Payments **H Commissioner Archer moved to approve the Financial Statements and the Bill Payments as presented, Commissioner Belli seconded. Roll call vote- 7 Ayes. Motion passed.**
3. Status of increasing Chief's CALCard limit to \$5,000 and obtaining an additional CALCard for volunteer deployments **Kelly reported that the limit had been increased and that she had gotten the instructions on how to obtain a second card for Mick. Commissioner Belli commented that the credit card agreement would need updating.**

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

1. Chief's Report (Response Summary, Fleet, Communications System, Faculties)
2. Training / Recruitment/ Retention
3. Discussion/Action: on pricing for Vector Solutions training program
4. Status report of obtaining standard operating procedures from other agencies to study and update SCFPD#1 **Chief Connolly was away on assignment and there were no updates reported. There was discussion on different venues for obtaining standard operating guidelines for consideration.**

**UNFINISHED BUSINESS:**

1. Status of appeal for fire services rendered during the Loyalton Fire (Rick/Kelly) **No update at this time.**
2. Update on PSPS Grant/generator install in Calpine and Sierraville (Rick) **Commissioner Maddalena reported that the two generators were in position and should be operational within a week or two. Commissioner McCollum had welded a stand for the generator in Sierraville over the weekend to mount the generator above the floodplain.**
3. Discussion/Action: Volunteer reimbursement policy for federal and state mutual aid requests **Various discussions ensued regarding overtime verbiage, no action was taken.**
4. Discussion/Action: Survey and sale of Grass 7, award sale to highest bidder **The Clerk presented the three bids received to Chair Rowson for \$6,000, \$4,000 and \$1,010. Commissioner Maddalena moved to accept the highest bid and Commissioner McCollum seconded. Roll call vote- 7 Ayes. Motion passed.**
5. Discussion/Action to permanently move meetings to 3<sup>rd</sup> Tuesday of the month to allow for more time for the Commission to study financials due to bank statement cycle **Commissioner Archer presented a handout of Article IV of the District Bi-Laws and clarified that a permanent change would necessitate a Resolution to amend section 4.1 regarding Regular Meetings.**

**NEW BUSINESS:**

1. Discussion/Action: Mitigation Fee accounting and report (Laurie) **Commissioner Belli presented the final report. Commissioner Archer moved to approve; Commissioner McCollum seconded. Roll call vote- 7 Ayes. Motion passed. Direction was given to the District Clerk to email the cover letter and report to County Auditor Van Maddox and County Clerk-Recorder Heather Foster, and to copy Tim Beals and Supervisor Roen in the email.**

2. Report on estimated revenue for mutual aid responses (Rick) **Commissioner Maddalena presented a handout of recent estimated incident reimbursement billings for mutual aid response showing gross billings of \$793,366 and net to District of \$273,563.**
3. June 4, 2022 Tour de Manure briefing (Tom A./Rick) **The upcoming event to be the 11<sup>th</sup> annual and now organized through the Sierraville Recreation Association, a local non-profit organization. The group is proposing a net profit share of 60% to the District. Commissioners were in agreement to partner with SRA and direction was given to Commissioner's Archer and Maddalenda to meet with them regarding insurance coverage.**
4. Discussion/Action regarding surplus of service truck, '83 Chev 4x4 and set minimum bid (Rick) **It was explained that the vehicle has exhaust and coolant/radiator issues and is been parked. It was the consensus of the Commission to surplus for \$500.**
5. Discussion/Action regarding surplus of hose dryer and hose washer and set minimum bid (Rick) **The equipment is not being used, the Commission agreed to surplus the washer and dryer as a set for \$200.**

**Chairperson Rowson moved to adjourn to closed session at 8:12pm.**

**CLOSED SESSION:**

1. The Board will conduct a Closed Session pursuant to the provisions of Government Code Sections 54954.5(e) and 54957(b) to discuss the performance and contract review for District Clerk and Mechanic.

**Chairperson Rowson reconvened into open session at 8:43pm. Only the matters on the agenda were discussed and no action was taken.**

**ANNOUNCEMENTS AND COMMENTS: The Clerk commented that a third Title III Funds request had been made to the County on behalf of Sierra Brooks Firewise Community leaving \$697 left of the allocated amount. Commissioner Maddalena announced that the BOS were holding a Public Hearing on December 7<sup>th</sup> regarding the nuisance complaint for the building next to the Sierraville Firehouse.**

**NEXT SCHEDULED MEETING:** December 14, 2021 at 6:00pm in Sierraville

**ADJOURNMENT: 8:50 pm**

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

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