**Minutes for November 16, 2017**

**Beckwourth Fire District**

1. **Board Meeting called to order at 6:30 PM by George Bundy.**
2. **Roll Call:** **Board Members:** George Bundy, Denisce Downs, Donald Ball, M.D. (absent), Stephen Waldeck and Peggi Vernon. **Chief:** Greg McCaffrey **Admin. Assistant:** Fran Zeits **Public:** Dwight Ceresola
3. **The Pledge of Allegiance:** Recited by all.
4. Approval of Minutes for the Board Meeting held on October 26, 2017. **Denisce motioned to approve Minutes for October 26, 2017 and Stephen seconded, all in favor. Motion passed**
5. Approval of the Account Receivables, Expenditures, Revenue and Balance Sheet for the month of October, 2017. **Denisce motioned to approve the Account Receivables, Expenditures, Revenue and Balance Sheets for the months of October, 2017 and Peggi seconded, all in favor. Motion passed.**
6. **PUBLIC COMMENT:**  Dwight Ceresola at the prior board meeting (10-19-17) requested in writing two (2) items to be placed on the next board meeting (11-16-17) agenda. 1. Fire taxes on parcels he no longer owns. 2. Partial fire tax refund for 2016/2017 tax year. Greg addressed both of those issues by mail, prior to the meeting, reiterating the District’s prior decisions with factual documentation. The parcels were sold (April 2017) to the State of California and the County needs to redirect the 2017/2018 tax bills to the State of California. Partial fire tax refund should have been handled in escrow at the closing table with the State of California. Dwight Ceresola called Mike Sandchez (District Supervisor) on his cell phone and put him on speaker. Dwight Ceresola asked the Board if he pays the taxes due (December 10th) would the District reimburse the fire taxes in January. George stated the District does not collect or disburse taxes. Dwight Ceresola stated the District initiates and can wave or remove the fire tax on APNs tax bills. Greg, stated the District’s responsibility is to make sure the fire tax is on a taxable parcel and the District doesn’t have the authority to change ownerships’ names. The discussion continued but was not resolved per Dwight Ceresola requests.
7. **Consent Agenda Items:** None
8. **Secretary’s Report:** Reminded the Board the Christmas party will be held on December 16th and the potluck dish signup sheet is on the table. Handed out two acknowledgement/recognition letters from the Veterans of Foreign Wars and Office of the Governor.
9. **Chief’s Report: Cal Fire 2017 Grant ($5,047.50)** has been awarded, with no equipment denials. Ordered 80%-90% of the items. Greg applied for an additional $4,580.63 and was awarded $438.75. **Training:** Class for emergency medical responders and recertification for EMTs and paramedics is starting January 15th. Will be held on Mondays and Tuesdays evenings thru March 6th. Stephen requested to be place on the list for paramedic recertification. **Engine Updates**: Need front tires for #9475, which is on the maintenance list for this fall. Still pending. Greg, informed the Board in the near future he was considering replacing engine #9471. Pending availability in the market place and the District’s budget at the beginning of the year. Denisce stated we should be on alert with vehicles in the market place which have been exposed to the flood season last winter. **Station 1:** The 8 foot florescent overhead light units in the original engine bay area are outdated. As of June 15th only one of the units is functional. Current Electric ($1,000.00) will install LED lights sometime this fall. Still pending as of November 16th. Security cameras have been purchased and pending installation. Still pending as of November 16th. Will ask Current Electric to install. **Station 2:** Refurbishing the floors at Station 2 are scheduled for Thanksgiving weekend. C**onferences:** EMS Chico conference was held on November 3, 2017 and Greg and Bruce Lackenbauer attended. One of the topics discussed was “community paramedics”. Stephen’s concern and asked. ”Where are the funds coming from to pay these people?” “Good for the patient but financially a big concern.” Greg, George, Scott Thompson, Scott Hiatt, Floyd Meyers and Ed Dillard attended The Reno Fire Show held on November 8th & 9th 2017. **Airport:** Working with the County and Care Flight regarding the fueling areas, which are within the District. Inspected the Jet-A gas tank, which was converted from the existing AV gas tank, and the new installed AV gas tank. State Fire Marshall manual states a fusible link needs to be installed, which a door will collapse automatically when needed if fire is present. Neither tank has a fusible link, but both entities will cure. **Update:** Still pending and not in service as of November 16th. Re-inspected the Care Flight fuel tank and there is a secondary containment compartment in the bottom which had an abundance of liquid (water or fuel). Discovered it was Jet-A fuel (8 gallons). Labeled the trailer “out of service”. **Update:** Care Flight called to extend the deadline to get the trailer fixed. They discovered it was leaking. Brought in a temporary trailer. Temporary trailer is still in service and if it is still in use before the next meeting will inspect. **Vacation:** Greg will be on vacation from November 20th thru November 28th. **Grizzly Ranch Community Services District:** Informed the Board the Grizzly Ranch will take over the testing and flushing of their fire hydrant system for 2018. The BEC fire department will follow up/monitor each year, and Greg sent a letter to GRCSD informing the staff of a yearly inspection. A yearly follow up is pertinent for the District’s ISO grade/rating.
10. **Resolution 2017-007 – Approving the Department of Forestry and Fire Protection Agreement (#7FG17008-A1) for $437.75 (Cal-Fire Grant): George motioned to adopt Resolution 2017-007 approving the 2017-2018 Department of Forestry and Fire Protection Agreement (#7FG17008-A1) for $438.75.** Roll call vote was taken. **George – Yes; Denisce Downs – Yes; Donald Ball – Absent; Stephen Waldeck – Yes; Peggi Vernon – Yes. Motion passed without objection.**
11. **Purchase Computer/Laptop for Meeting Room:** Greg will research pricing and will be place on the agenda in January for further discussion.
12. **Video Assets at Station 1 & 2:** Robert Johnson (auditor) suggested the District should video all the assets at Station 1 and Station 2 and place video in the fire proof cabinet for insurance coverage purposes. **Denisce motioned the Chief to video all assets at Station 1 and Station 2 and store video in the fire proof cabinet and George seconded. Motion passed without objection.**
13. **Robert Johnson General Audit Letter to the Board:** The Board reviewed the correspondence and unanimously felt the letter was favorable to the District’s record keeping standards.
14. **Fire Fighters Active Participation Status:** All agreed that the Chief needs to yearly monitor participation and determine/decide future status with BEC department. It costed the District and tax payers a substantial amount each year to staff each firefighter.
15. **Create a Community Facility District:** No updates as of November 16th.
16. **USDA Loan Request – Station 1 Renovation, Asphalt & Enclosure for Generator:** Received an asphalt quote from Kustom Koating, but pending a quote from Advance Asphalt. Upon receipt will proceed with the USDA loan request. As of Sept. 26th still waiting for quote from Advance Asphalt. No updates as of November 16th
17. **Battalion Chiefs’ Reports:** Non**e**
18. **Division Chief’s Report:** None
19. **Safety Officer’s Report:** None
20. **Directors’ Reports:** George Bundy **– George thanked Stephen Waldeck for his service, help, time and efforts in helping to improve/continue the high standards set by the District for the last two years. We will all miss you, per Denisce.** Denisce Downs – **None:** Donald Ball – **Absent;** Stephen Waldeck – Steve thanked Greg for his participation in the run review at the hospital and would like Greg to participate more often and have them on the overhead screen. Stephen will send the 2018 schedule. Peggi Vernon **– None.**
21. **Old Business: NIMS Requirement IS100 and IS700:** Denisce Downs (IS100 & IS700), Donald Ball (IS100 & IS700) and Peggi Vernon (IS700) pending.
22. **New Business: Next** **Board Meeting on January 18, 2017 at 6:30 p.m. motioned by Denisce and seconded by Peggi, all in favor. Motion passed.** December 21st board meeting was canceled because of the holidays and Christmas party on December 16th. The Board went into a closed session.
23. **Closed Session: Denisce motioned to approve Greg McCaffrey annual review as written and authorize a 2% pay increase and Peggi seconded. Motion passed without objection. Denisce motioned to authorize a 2% pay increase for Edward Dillard and Fran Zeits and George seconded. Motion passed without objection.** Results of the closed session was shared with the public.
24. **Adjournment:** Adjourned at 7:38 p. m. **Denisce motioned to adjourn and Peggi seconded, all in favor. Motion passed.**

I, FRAN ZEITS, SECRETARY OF THE BOARD, DO HEREBY CERTIFY THAT THE FOREGOING MINUTES OF SAID **BOARD MEETING** OF THE BECKWOURTH FIRE DISTRICT HELD ON **November 16, 2017** ARE CORRECT AS RECORDED.

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Fran Zeits, Secretary of the Board

BOARD OF DIRECTORS’ APPROVAL SIGNATURES: Minutes for November 16, 2017.

George Bundy: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: 1-18-2018\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Denisce Downs: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: 1-18-2018\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Donald Ball, M.D.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: 1-18-2018\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Peggi Vernon: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: 1-18-2018\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Dwight Ceresola: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: 1-18-2018\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_