

Minutes for November 16, 2022

Beckwourth Fire District

Board members may attend this meeting via teleconference as permitted by California Law. Members of the public were able to join the meeting via Zoom live streaming or in person.

1. **Call Meeting to Order:** Board Meeting called to order at 6:30 PM by Larry Smith.
 - A. **Roll Call Roll Call:**
Board Members: Larry Smith – here, Daniel Greenwood – here, Alyson Ceresola – here, Gay Miller – here and Tyler McGarr – here. **Board Secretary:** Carol Logan – here, **Fire Chief:** Bret Russell - here, **Deputy Chief:** Kenny Osborn – via teleconference. **Administrative Captain -** John Fatheree via teleconference **Safety Officer:** Absent, **Division Chief:** Absent, **BFD members:** Scott Thompson.
 - B. **The Pledge of Allegiance:** Led by Larry Smith
 - C. **Opening remarks:** None.
2. **PUBLIC COMMENT:** Members of the public are invited to address the District on any matter of interest to the public that is not on the agenda for a period of time not to exceed 5 minutes. Pursuant to the Brown Act, the District cannot discuss or take any action on items not listed on the posted agenda but may add to a future agenda matter brought up under public comments for appropriate action at a future meeting. One comment that the Halloween Fundraiser was wonderful, and the tacos were great.
3. **CONSENT AGENDA:** These items are expected to be routine and non-controversial. The Board of Directors will act upon them at one time without discussion. Any board members, staff member or interested party may request that an item be removed from the consent agenda for discussion.
 - A. **Approval of Minutes for the Board Meetings held on October 19, 2022:** There were several minor corrections on the October 19, 2022, minutes. Gay motioned to approve October 19, 2022, minutes with stated corrections; Alyson seconded. Motioned passed.
 - B. **Approval of Account Revenue, Expenditures, and Balance Sheet for September 2022:** Carol called for questions or comments on the financial reports. There were several questions on the Expenses by Vendor Detail Carol indicated that she would investigate the paid and unpaid portion of the report and this report was added to the future agenda items for her to report back with explanation. Several spelling corrections were noted to be corrected Daniel motioned to approve the October 2022 Financial Statements with stated corrections and changes. Tyler seconded and the motion passed.
4. **DEPARTMENT STAFF REPORTS:** Updates from the Fire Chief, Department Staff, Safety Committee, equipment committee, training committee and others, as necessary. Topics include a report on calls for service, update on department status including training, personnel, and equipment. Report on safety issues and any further updates to keep the board informed on Department activities and any administrative updates for the Board, as necessary.

CHIEF'S REPORT: Chef Russell reported that there were 36 calls for the month of October and 5 in Beckwourth and 31 in Portola. The year-to-date total is 329. He reported out on the Halloween Fundraiser and thanked everyone. The net revenue was \$444.18 which goes into a separate account for the firefighters. He indicated that The BFPD Fire Training was held November 12&13, 2022, at the Regional Public Safety Training Center in Reno Nevada. There were several cancellations due to a shortage in staffing. He gave an update on the Lexipol Policy and Procedure Manual being created by Lexipol. He was encouraged that the P & P were based on Federal, State, and best practices which will be tailored specifically to BFPD. He discussed the annual BFPD Christmas event. He called for questions or comments. There were none.

DEPUTY CHIEF'S REPORT: Deputy Chief Ken Osburn reported on the BFPD vehicle that was hit at Southside Station. The insurance has rendered the vehicle totaled. He is working with the insurance companies to ensure that the correct value including needed components for a BFPD vehicle are included. He will keep Chief Russell apprised of the progress of this insurance claim. He asked for questions or comments. There were none.

SECRETARY'S REPORT:

- a. PSREC Increase
- b. BB & K increase
- c. Resolution #2008-06 is signed and will be filed
- d. Johnson Accountancy will consider the BFPD RFP for Audits to be done every 2 years.
- e. BFPD will be responsible for filing the annual California State Controller's Office Financial Transaction Report.
- f. BFPD received the check from Plumas County. It was deposited into Plumas Bank Checking account on 11/9/2022. BFPD is waiting for detail from Plumas County as how to post into QuickBooks.

DEPARTMENT STAFF REPORT: NONE.

5. **DIRECTORS REPORTS:** One comment was made about the Plumas County missing tax assessments for fire protection on all the resident's property tax bills. Hopefully Plumas County has corrected the problem and will be sending out additional property tax bills to include BFPD.
6. **Update: Lexipol Administrative Policies and Procedures:** Larry indicated this was covered under Chief Bret's Report.
7. **Update:** Cal Fire Grant Approved for communication devices. Administrative Captain John Fatheree reported on the status of the Invoice that is due on 6-30-2022. He indicated that the purchases are for 6 radios and 6 portable radios. BFPD will be reimbursed 50%. He called for questions or comments. There were none.
8. **Update:** LESSG Consolidation Project. Cary Curtis reported out and provided the progress indicating the two final steps. 1) The PR consultant's recommendations for the professional effort to be made on the community outreach. 2). Final request for funds. Discussion was held.
9. **Discussion and Possible Action:** Request for Additional Funding for LESSG Consolidation Project. Cary Curtis communicated to the BOD what the final funds that would be needed to complete this LESSG project. Discussion was held. It would not be a budgeted item. Larry called for a motion to approve \$15,000.00 additional funding to the LESSG Project. Gay made the motion, Alyson seconded the motion and the motion passed unanimously with a roll call vote. Larry opened the meeting for any public comments. There were none.
10. **Update: Surplus Military Grade Generators:** Deputy Chief Kenny Osburn reported an update to the repair and sale of one military grade generator. He indicated one generator has been repaired and ready for auction. Discussion was held. It was decided to do an on-line sale with a limit of \$400.00 for total advertising costs. He will keep Chief Russell apprised of the outcome.
11. **Update of: Portola City Council Monthly Reports** Pat Morton from the City of Portola spoke about the upcoming Christmas parade on 12/3/2022 and that Santa Clause would be there. Chamber of Commerce doing the festivities in the parking lot next to the Christmas tree lighting.
12. **Update of: Report on water use from Grizzly Ranch:** Bret reported 1500 gallons for the month of September
13. **OLD BUSINESS:** None
14. **NEW BUSINESS: NEXT MEETING DATE: Wednesday January 18,2023, at 6:30 p.m.**
15. **FUTURE AGENDA ITEMS:**
 - a. **Generators**
 - b. **Gold Mountain Contract**
 - c. **Lexipol Resolution 2022-05**
 - d. **RFP for Audit services**
 - e. **Update on Expense Report**
 - f. **BOD meeting Schedule for 2023 and Discussion on Meeting Time.**
16. **Adjournment of Meeting:** Larry adjourned the meeting at 7:35 p.m.

I, CAROL LOGAN, SECRETARY OF THE BOARD, DO HEREBY CERTIFY THAT THE FOREGOING MINUTES OF SAID BOARD MEETING OF THE BECKWOURTH FIRE DISTRICT HELD ON October 19, 2022, ARE CORRECT AS SUBMITTED


Carol Logan: Secretary of the Board
Date: 01-19-23


Larry Smith: Chairman as APPROVED
Date: 01-18-23


Daniel Greenwood, Vice Chairman as APPROVED
Date: 1/18/23