



Beckwourth Fire District Agenda

Regular Meeting
November 15, 2023 06:30 PM
180 Main St Beckwourth, 96129
<https://www.beckwourthfire.com>

Board of Directors

Chair Larry Smith • Vice Chair Daniel Greenwood • Director Alyson Ceresola • Director Tyler McGarr • Director Rachel Brothers

RULES AND PROCEDURES OF THIS BOARD

The Board reserves the right to address items out of order as they are listed on the Agenda.

Any person desiring to address the Board on any item on the agenda may do so during public comment period for that agenda item.

REASONABLE ACCOMMODATIONS

In compliance with the American Disabilities Act (ADA), the district will make every reasonable attempt to accommodate any attendee or participant at this meeting needing special assistance beyond what is normally provided. Please contact Beckwourth Fire District at 530-832-1008 at least 48 hours prior to this meeting to inform us of your particular needs. Beckwourth Fire District will determine if your particular needs can be accommodated. Individuals with impaired hearing and/or speech impediments may dial 1-800-806-1191 to reach the Commission.

1. Call to Order

- A. Roll Call
- B. Pledge of Allegiance

2. Public Comments

☒ Discussion  [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 3 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 matters brought up under public comments for appropriate action at a future meeting

3. Consent Agenda

☒ Discussion ☒ Possible Action  [Comment](#) [View Item](#)

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 October 18, 2023 Board Meeting Minutes.
- B. Approval of Account Revenues and Expenses, Balance Sheet, Expenses by vendor detail, Profit and Loss Budget vs Actual, and Plumas Bank Check Register for October 2023

4. Department Staff Reports

☒ Discussion  [Comment](#)

Updates from the Chief, Department Staff, Duty Officers, Safety Committee, Equipment Committee, Training Committee and others as necessary.

- A. Chief's Report-Letter to County,
- B. Bookkeeper's Report
- C. Department Staff Reports
- D. Admin Report

5. Directors Reports

☒ Discussion  [Comment](#)

Reports from Directors

6. Report on hydrant water use from Grizzly Ranch

☒ Discussion  [Comment](#)

7. Close Old Plumas Bank Account and Open New Auxiliary Account

☒ Discussion ☒ Possible Action  [Comment](#)

Board to discuss closing the current Plumas Bank Auxiliary Account ending in #6070 and Opening a New One.

8. Fire Protection Contract Discussion

☒ Discussion ☒ Possible Action  [Comment](#)

Board to discuss key points for upcoming contract renewal/reinstatements. US Forest Service 2023-2024 Contract

9. Letter to Board of Supervisors Concerning Eastern Plumas District Coverage

☒ Discussion ☒ Possible Action  [Comment](#)

Board to discuss the liability issues with covering Eastern Plumas Fire District territory. Consider drafting a letter to them voicing any concerns or possible solutions.

10.Chevy Suburban

☒ Discussion ☒ Possible Action  [Comment](#) [View Item](#)

Board to discuss the old Chiefs Duty Vehicle and ownership dispute

11. Future Agenda Items

☒ Discussion  [Comment](#)

12.Next Board Meeting

☒ Discussion  [Comment](#)

The next regularly scheduled Board Meeting to be held January17, 2024 at 6:30 pm

13.Adjournment



**Beckwourth Fire District
Minutes
Regular Meeting
October 18, 2023 06:30 PM
180 Main St Beckwourth, 96129
<https://www.beckwourthfire.com>**

1. Call to Order

The meeting was called to order at 6:30 pm by Chair Larry Smith.

A. Roll Call

Present: Chair Larry Smith, Vice Chair Daniel Greenwood, Director Rachel Brothers

Absent: Director Alyson Ceresola, Director Tyler McGarr

Staff Present: Interim Chief Kenny Osburn, Captain Ruben Villa, Firefighter/EMT Cole Sharp, Fire Fighter Floyd Meyers, Explorer Dawson Thatcher, Captain Scott Thompson, Book Keeper Carol Logan, Board Clerk Heather Grant

B. Pledge of Allegiance

Lead by Chair Larry Smith

2. Public Comments

Daniel Smith gave an update on the progress made with Measures E & F. He expressed his gratitude to Chief Osburn, Heather Grant, Dawson Thatcher, Bruce Lackenbauer, and any other Beckwourth staff that were present at the meeting at the Veterans Hall. They did another event at Goodwin's Market and thanked Fire Fighter Ben Harris for being there in support.

Daniel attended the most recent LAFCo meeting and voiced his concern over the slow progress being made on a decision with Eastern Plumas Fire, he pointed out that it is not fair on the Districts that are covering their unmanned district, and the we need to work towards an equitable solution for everyone.

Chair Larry Smith pointed out that he thinks they are waiting until after the E & F Vote results to make a decision on Eastern Plumas Fire.

3. Consent Agenda



A. Approval of September 20, 2023 Board Meeting Minutes.

B. Approval of Account Revenues and Expenses, Balance Sheet, Expenses by vendor detail, Profit and Loss Budget vs Actual for September 2023

Vice Chair Daniel Greenwood motioned to approve. A second was made by Director Rachel Brothers. The roll call vote:

Aye **Chair Larry Smith** Aye **Vice Chair Daniel Greenwood** Aye **Director Rachel Brothers** Absent **Director Alyson Ceresola** Absent **Director Tyler McGarr**

4. Department Staff Reports

A. Chief's Report-Letter to County, Lexipol implementation.

Chief Osburn reported on the following items:

-September Run Log- there were a total of 47 calls, 6 of which were mutual aid for EPRFPD, 1 Mutual Aid for Graeagle Fire, 2 in Beckwourth, and the rest in Portola

-Training, all training was done locally for the month

-There is a potential for funding through OES to assist Forest Service with conducting controlled burns locally, waiting on a final decision on that from the Forest Service

- BFD is adding an On-Call pay class to payroll to compensate the overnight duty officers.
- We are also adding a paid call option, for the volunteers that respond to calls, but are not Duty Officers.
- Lexipol- we are almost finished updating our outdated policy manual, we will be fully adopted by November 1.
- John Kennedy has agreed to try to get a garage door opener for the Portola South Side Station, to allow the overnight duty officers to have better access to that station.
- During a conversation with City Manager Kennedy and Graeagle Fire Chief Ward, about possible liability issues with using District apparatus to respond to EPFPD calls. Graeagle Fire Board is drafting a letter to the Board of Supervisors concerning this liability issue.
- We will be hosting the Taco Feed and passing out candy from Portola North Side Station on Halloween night.
- The ABC program started October 1st and has been a huge success.
- Chief Osburn had a meeting at Gold Mtn, everyone there is content with current coverages.
- He also did a walk through at Grizzly Ranch with the Plumas County Fire Safe Chair- everything there looks excellent, he wishes all communities would put as much effort in fire prevention.

B. Bookkeeper's Report

Bookkeeper Carol Logan reported out as follows:

The auditor will be here at the end of the month to conduct our 2 year audit.

We are moving Admin/HR/Bookkeeping office to Portola South Side Station to help with confidential conversations to be secure.

C. Department Staff Reports

Safety Officer Floyd Meyers reported as follows:

He would recommend everyone get their flu shot as flu season is upon us.

He mentioned a close call incident. There was a call for shots fired, the crew that responded was not aware of the staging policy for these call types, fortunately there was no issues, but a training was conducted as a follow up to get everyone up on the proper response for such calls.

5. Directors Reports

A. No Director had anything to report.

6. Report on hydrant water use from Grizzly Ranch

A. There was use on the fire hydrant due to hydrant flow tests that were conducted at the start of the month

7. Fire Service Contract - City of Portola 2023-2024



A. Portola's Fire Protection Contract was signed as presented.

Director Rachel Brothers motioned to approve. A second was made by Vice Chair Daniel Greenwood. The roll call vote:

Aye Chair Larry Smith Aye Vice Chair Daniel Greenwood Aye Director Rachel Brothers Absent Director Alyson Ceresola Absent Director Tyler McGarr

8. Fire Protection Contract Discussion

No progress has been made on this contract

9. Public Hearing On Rate Adjustment for Records Fees

No public voiced any opinion on this and no written protests were received.

10. **Records Release Resolution**



A. Resolution 2023.10 Director Rachel Brothers motioned to approve. A second was made by Vice Chair Daniel Greenwood.

The motion passed with the following vote:

3 **In Favor** **Opposed**
 Abstained 2 **Absent**

The Resolution 2023.10 and the new Admin Fee Schedule were adopted.

11. **Grizzly Ranch CSD Rate Increase Vote**

Chair Larry Smith recused himself from this item due to conflict of interest. This caused the quorum to be lost. This item was tabled until a later date.

12. **Chevy Command Unit**

The district is in need of an additional Command Vehicle to allow for our volunteers to have a vehicle to respond in. We are short a vehicle after Chief Bret's departure. Staff has a good vehicle picked out, would like the Boards approval to purchase and 2012 Chevy Tahoe, almost entirely outfitted as a command vehicle, for \$18000

Director Rachel Brothers motioned to approve. A second was made by Vice Chair Daniel Greenwood. The roll call vote:

Aye **Chair Larry Smith** Aye **Vice Chair Daniel Greenwood** Aye **Director Rachel Brothers** Absent **Director Alyson Ceresola** Absent **Director Tyler McGarr**

13. **Fire Station Program**

We use multiple platforms for reporting/credentials/training/inventory/apparatus checks. We would like to be able to consolidate into one platform. Several programs were demoed and quotes were given. The best program has given us a huge break on price. The cost will be about \$5000 a year, is all inclusive, and would help to streamline all aspects of District operations. The Board voted to allow staff to continue in the process as long as the rate was locked in.

Director Rachel Brothers motioned to approve. A second was made by Vice Chair Daniel Greenwood. The roll call vote:

Aye **Chair Larry Smith** Aye **Vice Chair Daniel Greenwood** Aye **Director Rachel Brothers** Absent **Director Alyson Ceresola** Absent **Director Tyler McGarr**

14. **Fire Lane On Easement**

Chair Smith had contacted Plumas County and they have not recorded any formal complaints on the matter. Chief Osburn assessed the fire lane and does not see any blockages or have any concerns.

15. **Future Agenda Items**

- Bookkeepers contract
- Grizzly CSD Rate increase vote
- Capitol Improvement fund for maintenance on Station 1, need a list of necessary repairs.
- Letter to Board of Supervisors concerning liability issues with EPRFPD

16. **Next Board Meeting**

The next regular Board of Directors Meeting is scheduled November 15, 2023 at 6:30pm

17. **Closed Session pursuant to Government Code section 54957.6**

The board discussed current salary contracts and the new pay classifications, it was agreed to move away from salary contracts, switch to hourly only, and adopt a 14 day work period.

Vice Chair Daniel Greenwood motioned to approve. A second was made by Director Rachel Brothers. The roll call vote:

Aye Chair Larry Smith Aye Vice Chair Daniel Greenwood Aye Director Rachel Brothers Absent Director Alyson Ceresola Absent Director Tyler McGarr

18. **Closed Session pursuant to Government Code section 54957.6** Director Rachel Brothers motioned to approve. A second was made by Vice Chair Daniel Greenwood.

The motion passed with the following vote:

3 In Favor 0 Opposed
0 Abstained 2 Absent

The contract for Interim Chief Kenny Osburn was negotiated and finalized. Meeting was continued in open session at 8:30pm

19. **Employment Agreement for Interim Fire Chief**



The contract for Interim Chief Osburn was settled and agreed upon.

Vice Chair Daniel Greenwood motioned to approve. A second was made by Director Rachel Brothers. The roll call vote:

Aye Chair Larry Smith Aye Vice Chair Daniel Greenwood Aye Director Rachel Brothers Absent Director Alyson Ceresola Absent Director Tyler McGarr

20. **Adjournment**

Meeting was adjourned at 8:40pm

Beckwourth Fire District
Balance Sheet
 As of October 31, 2023

	Oct 31, 23
ASSETS	
Current Assets	
Checking/Savings	
10000 · Plumas Bank Operations 1605	108,597.85
10100 · Plumas Bank Savings Reserve 3672	455,520.32
10200 · Plumas Bank Auxilliary 6070	9,331.01
Total Checking/Savings	573,449.18
Accounts Receivable	
11000 · Accounts Receivable	44,787.54
Total Accounts Receivable	44,787.54
Other Current Assets	
10010 · Petty Cash	-84.78
Total Other Current Assets	-84.78
Total Current Assets	618,151.94
Fixed Assets	
16000 · Land-Station 1	16,301.00
16020 · Building Station 1	446,996.00
16030 · Equipment Station 1	47,855.00
16040 · Land Station 2	1.00
16050 · Building Station 2	405,169.00
16060 · Equipment Station 2	2,273.00
16070 · All Vehicles	136,476.00
17000 · Accumulated Depreciation	-666,534.00
Total Fixed Assets	388,537.00
TOTAL ASSETS	1,006,688.94
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	4,211.80
Total Accounts Payable	4,211.80
Credit Cards	
27000 · CALCARD Visa	2,666.79
Total Credit Cards	2,666.79
Other Current Liabilities	
24000 · Payroll Liabilities	442.68
Total Other Current Liabilities	442.68
Total Current Liabilities	7,321.27
Total Liabilities	7,321.27
Equity	
32000 · Retained Earnings	325,540.44
32001 · Unassigned Fund balance	256,061.00
32100 · Assigned Capital Improv. Reserve	35,000.00
32150 · Assigned Working Reserve	10,000.00
32200 · Assigned Emergency Fund	5,000.00
32250 · Assigned Strike Team Reserve	25,000.00
33000 · Investments in Fixed Assets	388,537.00
Net Income	-45,770.77
Total Equity	999,367.67
TOTAL LIABILITIES & EQUITY	1,006,688.94

Beckwourth Fire District Expenses by Vendor Detail

October 2023

Type	Date	Num	Memo	Account	Amount
Alpine Fire Services Inc.					
Bill	10/11/2023	10-1123	fire Extulsher Station #2	52095 · Repair - Safel...	-933.44
Total Alpine Fire Services Inc.					-933.44
Amazon					
Credit Card C...	10/03/2023	4013845	Fatheree #9400,9450,9452,9350,9373	52710 · Spec. Dept. M...	-158.45
Total Amazon					-158.45
AT&T Calnet 3					
Bill	10/12/2023	9/12/23...		52020 · Communicatio...	-92.09
Total AT&T Calnet 3					-92.09
Battery Systems					
Credit Card C...	10/25/2023	288210...	Kenny Generator Batteries	52124 · Tools and Eq...	-741.38
Total Battery Systems					-741.38
Beckwourth CSA					
Bill	10/25/2023	025328		52780 · Utilities	-44.50
Total Beckwourth CSA					-44.50
Best Best & Krieger					
Bill	10/06/2023	976701	Legal PRA Policy	Legal	-2,921.10
Total Best Best & Krieger					-2,921.10
Burtons Fire, Inc.					
Bill	10/13/2023	W 81471	Pump testing	52092 · Maintenance -...	-2,285.00
Total Burtons Fire, Inc.					-2,285.00
Carol Logan					
Bill	10/31/2023	147	October 2023 Bookkeeping Services	Administration/Accoun...	-1,590.00
Total Carol Logan					-1,590.00
Clark Pest Control					
Bill	10/05/2023	341403...		52130 · Maintenance -...	-100.00
Total Clark Pest Control					-100.00
Fire Catt					
Bill	10/13/2023	2023	Pump Testing	52092 · Maintenance -...	-3,023.75
Total Fire Catt					-3,023.75
Graphics Unlimited					
Credit Card C...	10/11/2023	10479	9400 labels Ken. O.	52092 · Maintenance -...	-80.00
Total Graphics Unlimited					-80.00
Grizzly Ranch CSD					
Bill	10/11/2023	550	Pump Testing	52780 · Utilities	-387.98
Total Grizzly Ranch CSD					-387.98
Heather Grant					
Bill	10/31/2023	0006	October 2023 Administration	Administration/Accoun...	-1,394.00
Total Heather Grant					-1,394.00
High Country Mobile Mechanic LLC					
Bill	10/20/2023	INV233	#8424 Grizzly Road Repair	52092 · Maintenance -...	-448.00
Total High Country Mobile Mechanic LLC					-448.00
High Sierra Gas					
Bill	10/04/2023	U0421...		52780 · Utilities	-123.75
Total High Sierra Gas					-123.75
Hunt & Sons, Inc.					
Bill	10/01/2023	648329		52110 · Vehicle Fuel	-881.78
Bill	10/01/2023	667915	card lock	52110 · Vehicle Fuel	-561.48
Bill	10/15/2023	685365	Card lock Fuel	52110 · Vehicle Fuel	-1,201.73
Bill	10/31/2023	709207	Card Lock	52110 · Vehicle Fuel	-1,237.09
Total Hunt & Sons, Inc.					-3,882.08
Leonards Market					
Bill	10/23/2023	134136	Water for training meeting Station #1 & 4	52745 · Meetings/Meals	-38.45
Total Leonards Market					-38.45
Lexipol, LLC					
Bill	10/01/2023	INVLE...	Annual Policy Manual subscription	52190 · Professional ...	-3,689.28
Total Lexipol, LLC					-3,689.28

10:00 AM

11/08/23

Accrual Basis

Beckwourth Fire District Expenses by Vendor Detail

October 2023

Type	Date	Num	Memo	Account	Amount
NAPA Sierra					
Bill	10/09/2023	266826	Jack vehicle cleaning supplies	52092 · Maintenance -...	-41.12
Bill	10/23/2023	267806	Jack #9461	52092 · Maintenance -...	-7.45
Bill	10/27/2023	268114	Scott #9424 Radiator cap	52092 · Maintenance -...	-9.00
Bill	10/30/2023	268251	Bruce Windshield wash #9462	52092 · Maintenance -...	-15.83
Total NAPA Sierra					-73.40
Northern California EMS, Inc.					
Credit Card C...	10/03/2023	34390	Kenny Osburn, EMT certification	52700 · Spec. Dept. T...	-84.00
Total Northern California EMS, Inc.					-84.00
Plumas-Sierra Telecommunications					
Bill	10/01/2023	10/01/2...		52020 · Communicatio...	-60.00
Total Plumas-Sierra Telecommunications					-60.00
Plumas Ace Hardware Inc					
Bill	10/23/2023	499065	Jack winterizing #9461	52092 · Maintenance -...	-11.25
Total Plumas Ace Hardware Inc					-11.25
Plumas Bank					
Check	10/03/2023	ACH 0...	Check reorder	52180 · Office Expens...	
Check	10/03/2023	ACH 0...	Check reorder	52005 · Bank charges	-96.28
Total Plumas Bank					-96.28
QuickBooks Payroll Service					
Credit Card C...	10/26/2023	P1-889...		52180 · Office Expens...	-45.00
Total QuickBooks Payroll Service					-45.00
Reno Hydraulic & Reblid, Inc.					
Credit Card C...	10/18/2023	130126	Ken. O. #9454 Repair	52092 · Maintenance -...	-80.82
Credit Card C...	10/24/2023	130296	Kenny, 9454	52124 · Tools and Eq...	-45.04
Total Reno Hydraulic & Reblid, Inc.					-135.86
reservation.com					
Credit Card C...	10/29/2023	R3684...	Jack B. Driver Operator training	52700 · Spec. Dept. T...	-506.60
Total reservation.com					-506.60
Safeware					
Credit Card C...	10/11/2023	301397...	Kenny Uniforms	52010 · Clothing - Per...	-173.17
Total Safeware					-173.17
Shohola Township					
Check	10/30/2023	1860	New command Vehicle Approved by BFPD ...	55000 · Capital Equip...	-15,900.00
Total Shohola Township					-15,900.00
Sierra Energy					
Credit Card C...	10/31/2023	154658	generator fuel Kenny	52110 · Vehicle Fuel	-70.58
Credit Card C...	10/31/2023	134018	Kenny, generator fuel	52110 · Vehicle Fuel	-71.16
Total Sierra Energy					-141.74
Streamline					
Bill	10/01/2023	78F24...		52020 · Communicatio...	-63.00
Bill	10/01/2023	78F24...		52020 · Communicatio...	-63.00
Total Streamline					-126.00
The Hub Community Fitness Center					
Bill	10/01/2023	10-23B...	October Gym memberships 7x\$25.00	52700 · Spec. Dept. T...	-175.00
Total The Hub Community Fitness Center					-175.00
US Bank Equipment Finance					
Bill	10/13/2023	513192...	copier lease	52373 · Lease Purcha...	-83.26
Total US Bank Equipment Finance					-83.26
USPS					
Credit Card C...	10/26/2023	054863	stamps	52180 · Office Expens...	-86.00
Credit Card C...	10/31/2023	003502	Carol Postage for Check for neww comman...	52180 · Office Expens...	-13.70
Total USPS					-79.70
Verizon Wireless					
Bill	10/01/2023	994584...		52020 · Communicatio...	-52.28
Total Verizon Wireless					-52.28
TOTAL					-39,666.80

10:01 AM

11/08/23

Accrual Basis

Beckwourth Fire District
Total Month Income and Expense
October 2023

	<u>TOTAL</u>
Income	
Other Revenue	
43010 · Interest-Invested Funds	99.87
45071 · Contract Fire Protection	
Gold Mountain	14,500.00
Total 45071 · Contract Fire Protection	14,500.00
46239 · Donations	1,820.00
46623 · Vehicle/apparatus Sales	5,000.00
Total Other Revenue	21,419.87
Total Income	21,419.87
Expense	
Salaries & Benefits	
51000 · Regular Wages	10,531.32
Total Salaries & Benefits	10,531.32
52005 · Bank charges	96.28
52010 · Clothing - Personal Supply	173.17
52020 · Communications	330.37
52092 · Maintenance - Trucks	5,992.23
52095 · Repair - Safety Equipment	933.44
52110 · Vehicle Fuel	4,023.82
52124 · Tools and Equipment	786.42
52130 · Maintenance - Bldg & Grounds	100.00
52180 · Office Expenses	124.70
52190 · Professional Services	
Administration/Accounting	2,984.00
Legal	2,921.10
52190 · Professional Services - Other	3,689.28
Total 52190 · Professional Services	9,594.38
52373 · Lease Purchase	83.26
52700 · Spec. Dept. Training	765.60
52710 · Spec. Dept. Medical Supplies	158.45
52745 · Meetings/Meals	38.45
52780 · Utilities	556.23
55000 · Capital Equip. Purchases	15,900.00
66000 · Payroll Expenses	2,179.76
Total Expense	52,367.88
Net Income	<u><u>-30,948.01</u></u>

Beckwourth Fire District
Profit & Loss Budget vs. Actual
October 2023

	Oct 23	Budget	% of Budget
Income			
Other Revenue			
43010 • Interest-Invested Funds	99.87	27.66	361.1%
44520 • Federal - FS Grizzly Rent	0.00	0.00	0.0%
45071 • Contract Fire Protection			
City of Portola	0.00	0.00	0.0%
Gold Mountain	14,500.00	14,500.00	100.0%
Sierra Nevada Journeys	0.00	0.00	0.0%
Total 45071 • Contract Fire Protection	14,500.00	14,500.00	100.0%
46239 • Donations	1,820.00		
46623 • Vehicle/apparatus Sales	5,000.00		
Other Revenue - Other	0.00	55.10	0.0%
Total Other Revenue	21,419.87	14,582.76	146.9%
Tax Revenue			
40010 • Current Secured Taxes	0.00	0.00	0.0%
40020 • Current Unsecured Taxes	0.00	0.00	0.0%
40040 • Prior Unsecured Taxes	0.00	0.00	0.0%
40060 • Interest Plumas Tax Collector	0.00	0.00	0.0%
40070 • Timber Yield Tax	0.00	0.00	0.0%
40130 • Supplemental Taxes	0.00	0.00	0.0%
Total Tax Revenue	0.00	0.00	0.0%
Total Income	21,419.87	14,582.76	146.9%
Expense			
Salaries & Benefits			
51000 • Regular Wages	10,531.32	12,500.00	84.3%
Total Salaries & Benefits	10,531.32	12,500.00	84.3%
52005 • Bank charges	96.28		
52010 • Clothing - Personal Supply	173.17	583.33	29.7%
52011 • Clothing - Wildlands / Shelters	0.00	1,000.00	0.0%
52020 • Communications	330.37	833.33	39.6%
52040 • Household Expense	0.00	96.15	0.0%
52050 • Insurance			
Liability	0.00	0.00	0.0%
Total 52050 • Insurance	0.00	0.00	0.0%
52090 • Maintenance - Equipment	0.00	333.33	0.0%
52092 • Maintenance - Trucks	5,992.23	1,416.67	423.0%
52095 • Repair - Safety Equipment	933.44	92.94	1,004.3%
52110 • Vehicle Fuel	4,023.82	1,866.67	241.4%
52124 • Tools and Equipment	786.42	2,500.00	31.5%
52130 • Maintenance - Bldg & Grounds	100.00	1,083.33	9.2%
52140 • Snow Removal	0.00	0.00	0.0%
52160 • Memberships	0.00	233.33	0.0%
52170 • Miscellaneous Expenses	0.00	96.69	0.0%
52180 • Office Expenses	124.70	416.67	29.9%
52190 • Professional Services			
Administration/Accounting	2,984.00		
Legal	2,921.10		
52190 • Professional Services - Other	3,689.28	2,333.33	158.1%
Total 52190 • Professional Services	9,594.38	2,333.33	411.2%
52373 • Lease Purchase	83.26	95.28	87.4%
52440 • Department Expenses/ Physicals	0.00	123.40	0.0%
52550 • Spec. Dept. Tax Admin. Fee	0.00	0.00	0.0%
52560 • Plumas County Property Tax	0.00	185.76	0.0%
52574 • Spec. Dept. Fire Prevention	0.00	83.33	0.0%
52700 • Spec. Dept. Training	765.60	316.67	241.8%
52710 • Spec. Dept. Medical Supplies	158.45		
52745 • Meetings/Meals	38.45	0.00	100.0%
52780 • Utilities	556.23	1,404.57	39.6%
55000 • Capital Equip. Purchases	15,900.00		
66000 • Payroll Expenses	2,179.76	2,893.75	75.3%
Total Expense	52,367.88	30,288.63	172.9%
Net Income	-30,948.01	-15,705.77	197.0%

Beckwourth Fire District

11/8/2023 10:15 AM

Register: 10000 · Plumas Bank Operations 1605

From 10/01/2023 through 10/31/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
10/03/2023			Other Revenue:46623 · ...	Deposit		X	5,000.00	107,279.42
10/03/2023	ACH 000...	Plumas Bank	-split-	Check reorder	96.28	X		107,183.14
10/09/2023			12000 · Undeposited F...	Deposit		X	8,332.00	115,515.14
10/09/2023	E-pay	EDD	-split-	165-0531-5 9/2...	95.27	X		115,419.87
10/09/2023	E-pay	US Treasury	-split-	51-0533127 9/...	903.56	X		114,516.31
10/09/2023	1828	Beckwourth CSA	20000 · Accounts Paya...	B0005	44.50	X		114,471.81
10/09/2023	1829	Carol Logan	20000 · Accounts Paya...	September 202...	950.00	X		113,521.81
10/09/2023	1830	Clark Pest Control	20000 · Accounts Paya...	1577297	100.00	X		113,421.81
10/09/2023	1831	High Sierra Gas	20000 · Accounts Paya...	1199	123.75	X		113,298.06
10/09/2023	1832	The Hub Community...	20000 · Accounts Paya...	October Gym ...	175.00			113,123.06
10/09/2023	1833	Intermountain Dispo...	20000 · Accounts Paya...	BECFI	49.89	X		113,073.17
10/09/2023	1834	NAPA Sierra	20000 · Accounts Paya...	7010	55.51			113,017.66
10/09/2023	1835	Smile Business Prod...	20000 · Accounts Paya...	copier usage	87.78	X		112,929.88
10/09/2023	1836	Streamline	20000 · Accounts Paya...		63.00	X		112,866.88
10/09/2023	1837	US Bank	20000 · Accounts Paya...	486691200723...	1,655.02	X		111,211.86
10/11/2023		QuickBooks Payroll ...	2110 · Direct Deposit ...	Created by Pay...	1,182.33	X		110,029.53
10/12/2023	DD1063	Hoyos, Rudy A	-split-	Direct Deposit		X		110,029.53
10/12/2023	DD1064	Villa, Ruben J.	-split-	Direct Deposit		X		110,029.53
10/12/2023	1820	Attama, Brian S.	-split-		183.61	X		109,845.92
10/12/2023	1821	Avalos Espinoza, Jos...	-split-		33.25			109,812.67
10/12/2023	1822	Bertken, Jack W.	-split-		940.32	X		108,872.35
10/12/2023	1823	Fatheree, John M.	-split-		332.46	X		108,539.89
10/12/2023	1824	Flewell, Kurt M. W.	-split-		439.75	X		108,100.14
10/12/2023	1825	Hiatt, Scott A.	-split-		514.94	X		107,585.20
10/12/2023	1826	Lackenbauer, Bruce G.	-split-		618.53	X		106,966.67
10/12/2023	1827	Mendoza, Robert J.	-split-		92.98	X		106,873.69
10/23/2023	E-pay	EDD	-split-	165-0531-5 10/...	238.35	X		106,635.34
10/23/2023	E-pay	US Treasury	-split-	51-0533127 10...	1,420.98	X		105,214.36
10/23/2023	1844	Alpine Fire Services ...	20000 · Accounts Paya...		933.44			104,280.92
10/23/2023	1845	AT&T Calnet 3	20000 · Accounts Paya...	9391019782	92.09			104,188.83
10/23/2023	1846	Best Best & Krieger	20000 · Accounts Paya...	Legal PRA Pol...	2,921.10	X		101,267.73
10/23/2023	1847	Burtens Fire, Inc.	20000 · Accounts Paya...	100-2055	2,265.00			99,002.73
10/23/2023	1848	Fire Catt	20000 · Accounts Paya...	Pump Testing	3,023.75	X		95,978.98
10/23/2023	1849	Grizzly Ranch CSD	20000 · Accounts Paya...	Pump testing	387.98			95,591.00
10/23/2023	1850	Hunt & Sons, Inc.	20000 · Accounts Paya...	67096	2,083.51	X		93,507.49
10/23/2023	1851	L.N. Curtis & Sons	20000 · Accounts Paya...	C4546	2,180.04	X		91,327.45
10/23/2023	1852	NAPA Sierra	20000 · Accounts Paya...	7010	41.12	X		91,286.33
10/23/2023	1853	Plumas-Sierra REC	20000 · Accounts Paya...	1672	323.99	X		90,962.34
10/23/2023	1854	Plumas-Sierra Teleco...	20000 · Accounts Paya...	34053	60.00	X		90,902.34
10/23/2023	1855	Streamline	20000 · Accounts Paya...		63.00			90,839.34

Beckwourth Fire District

11/8/2023 10:15 AM

Register: 10000 · Plumas Bank Operations 1605

From 10/01/2023 through 10/31/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
10/23/2023	1856	Verizon Wireless	20000 · Accounts Paya...	971166237-0001	52.28			90,787.06
10/23/2023	1857	High Country Mobile...	20000 · Accounts Paya...	#9424 Grizzly ...	448.00			90,339.06
10/25/2023		QuickBooks Payroll ...	2110 · Direct Deposit ...	Created by Pay...	1,239.29	X		89,099.77
10/26/2023	DD1065	Hoyos, Rudy A	-split-	Direct Deposit		X		89,099.77
10/26/2023	DD1066	Villa, Ruben J.	-split-	Direct Deposit		X		89,099.77
10/26/2023	1838	Attama, Brian S.	-split-		52.20	X		89,047.57
10/26/2023	1839	Bertken, Jack W.	-split-		940.32	X		88,107.25
10/26/2023	1840	Hiatt, Scott A.	-split-		963.47	X		87,143.78
10/26/2023	1841	Lackenbauer, Bruce G.	-split-		91.43	X		87,052.35
10/26/2023	1842	Mendoza, Robert J.	-split-		43.11			87,009.24
10/26/2023	1843	Osburn, Kenneth J.	-split-		2,328.11	X		84,681.13
10/27/2023	1858	Heather Grant	20000 · Accounts Paya...	October 2023 ...	1,394.00			83,287.13
10/27/2023	1859	Lexipol, LLC	20000 · Accounts Paya...	Annual Policy ...	3,689.28			79,597.85
10/30/2023			-split-	Deposit		X	29,000.00	108,597.85
10/30/2023	1860	Shohola Township	55000 · Capital Equip. ...	New command ...	15,900.00			92,697.85
10/30/2023			10100 · Plumas BankS...	Funds Transfer ...		X	15,900.00	108,597.85

Minutes for October 22, 2020

Beckwourth Fire District

- **Board Meeting called to order at 6:30 PM by Daniel Smith.**
- **Roll Call: Board Members:** Daniel Smith – here, Denise Downs - here, Dwight Ceresola – absent, Gay Miller – here, John Randall - here. **Board Secretary:** absent, **Fire Chief:** Bret Russell, **Safety Officer:** Brendan Pratt, **Division Chief:** absent, **Battalion Chief:** Bruce Lackenbauer, **BEC members:** Scott Thompson, Floyd Meyers, BJ Mendoza, **Public:** John Reynolds, Tom Cooley, Pat Morton.
- **The Pledge of Allegiance:** Recited by all.
- **Approval of Minutes** for the Board Meeting held on September 17, 2020. Denise Downs **motioned to approve the minutes from the meeting held on September 17, 2020** and Gay Miller seconded. Daniel – yes, Denise – yes, Dwight – absent, Gay – yes, John - yes. All in favor, **motion passed without objection.**
- **Approval of the Account Revenues, Receivables, Expenditures, and Balance Sheet** for the month of September 2020. No financials handed out at this meeting due to vacations with Patty, and the County office too.
- **Public Comment:** Bruce Lackenbauer thanked all the board members for all the work they do as volunteers and spending their personal time for our district. Gay Miller shared that 86% of all the firefighters in the state are volunteers, and how amazing that is.
- **Consent Agenda:** none
- **Chief's Report:** For the month of October we have responded to a total of 5 calls. An update of the Portola Division: the stations were toured, once again. We are in a strategic planning phase for the northside and southside stations, and thanks to all the personnel and board members who are helping on the many projects going on. We have advertised for the position of part-time Duty Officer. We have three applicants and hope to have the interviews completed and the position filled within the next two weeks. Bret has worked with Lauren Knox to begin recruitment for volunteers. There will be an announcement in the local online newspaper to recruit more than the eight original volunteers we were looking for. A couple Beckwourth volunteers are on reserve status, so that has opened room for more volunteers. There are a lot of great, unused PPE gear at the Portola stations, so we will be getting those soon to utilize for our new volunteers. We can easily remove the Portola patches and replace with Beckwourth. Beckwourth Fire continues to raise the bar for training in our area and continues to be a leading agency in Plumas County. We have a unique opportunity in Washoe County at the Regional Training Center. Eight other fire departments will be involved with us at this training. We are also putting on a SCBA Training at the Long Valley Fire Department. We have struggled for the past month and a half with vehicle maintenance, as well as other departments in the area too. Our local mechanics are overbooked two months out. Bret has coordinated with a mechanic from the Los Angeles Co. Fire Dept. who will be here next week to evaluate and possibly service our engines, as well as the engines at Portola. Bret thanked Chief Lackenbauer for the training he did at Station 2 last week.
- **Secretary's Report:** None, Patty was absent.
- **Discussion and Possible Action: Assignment of a volunteer fire liaison to Portola City Council.** Daniel explained that this position would be held by a Board Member, and it would be to discuss fire management, not fire protocol. They would be bringing information back to our board from the City Council on fire relationship and building that relationship. It is not a technical position; it would start next year. Daniel asked for any volunteers. Gay Miller volunteered, no one else did, so she is our volunteer liaison.
- **Discussion and Possible Action: Report on water use from Grizzly Ranch.** Bret reported we have not used any water this past month. He reported that the Forest Service will keep us informed also.

- **Discussion and Possible Action: Appropriating funds received from sale of fire truck.** Bret reported that we sold a truck that was the original Chief unit for Beckwourth Fire which was donated to us. We received \$3,000 for the truck. Bret shared that at our monthly Business Meetings we serve a meal to the department members. In the past they have rotated who brings the meal, but at times it can be costly for an individual to do that. It was suggested to Bret that we utilize the money received from the sale of this truck into an account for the purchase of food. Sometimes there are 20 members at a meeting, with costs anywhere from \$100-\$200. It can vary. Bret thought all the \$3,000 would be allocated to this, but Daniel suggested we might start with only \$1,000 at first and see how it goes. Bret pointed out that with the addition of the Portola volunteers the members will increase and the cost of this will too. Daniel suggested \$1,500. Denise suggested we might get an auxiliary committee started to help with this, made up of spouses of department members. Floyd Meyers felt an auxiliary committee would still be taking the money out of their own pockets, which is what is happening now. Overall, the board members thought we should try to start an auxiliary committee, for many reasons besides meals for the business meeting. John Randall made a **motion to appropriate \$1,500 to the fund for meals for the business meetings**, Denise seconded. **All in favor, motion passed.** Daniel thought we should review our policy on selling surplus items. For this truck, we had a minimum bid of \$300 and an offer of \$4,500. Then the buyer changed his mind at the time he was picking up the truck and offered only \$3,000. Our policy needs updating.
- **Discussion and Possible Action: Local Emergency Services Study Group:** In the packets is a document that summarizes the discussions of the past meetings. It states that they have made a decision and in moving forward all six agencies agree we need a new fire agency that covers all six of the districts, assuming all six vote for it. The study group is asking each board to approve going to the next step. A feasibility study would be the next step. This is necessary for Lafco. We do not know the cost yet. If our board votes yes, we are agreeing to this next step which includes looking more closely at the cost. In the report it states between \$30,000 - \$50,000. Then the next step would be to have a cost sharing agreement and be divided between all the agencies. Tonight though, the board is only voting on the first step: to look at the cost. Denise made a **motion to move forward on behalf of Beckwourth with a feasibility study**, Gay seconded. Daniel – yes, Denise – yes, Gay – yes, John – yes. All in favor, **motion passed with objection.**
- **Discussion and Possible Action: Coronavirus:** Bret reported we will be responding to all calls with a properly fit tested N95 mask. EPHC will do this for us next Monday. Bret has ordered PPE supplies which should take care of us for the next year. In Plumas Co. there are currently 63 cases, 10 active, remaining recovered.
- **Discussion and Possible Action: recruitment for Administrative Assistant:** Nine people applied, Daniel, Bret and Patty interviewed 4 candidates. Regina Martinez accepted the position and will start Nov. 9.
- **Division Chiefs' Report:** none
- **Battalion Chiefs' Report:** Bruce reported that the vehicle extrication training went well, and he appreciated the board members who came. This Saturday we are doing a meet and greet at the pumpkin patch with an engine from 11-2. Bruce agrees we should revise our policy on selling surplus equipment.
- **Safety Officer's Report:** Brendan agreed we need to do walk-throughs at the Portola Stations too for safety issues.
- **Directors Reports:** none
- **Old Business:** Harassment Training not offered in County at this time, may need to complete online.
- **New Business:** Bret purchased a used vehicle from the Orange Co Fire Authority, a 2002 Chevy Suburban. It is fully outfitted with a mobile command center, light bar, sirens. He is requesting: he will use it as his personal POV, but he would turn it over to Beckwourth Fire and he would be the lien holder on it. It would be his primary duty response vehicle. It would be insured through our department insurance and we would pay for the maintenance. Daniel thought it was a good idea. Daniel made a **motion to accept the vehicle as Bret's POV and he is the lien holder, and we pay for insurance and maintenance**, John seconded, all in favor, **motion passed.**
- **NEXT MEETING DATE: November 19, 2020 at 6:30 p.m.**

- **Adjournment:** Daniel adjourned the meeting.

I, PATTY VENABLE, SECRETARY OF THE BOARD, DO HEREBY CERTIFY THAT THE FOREGOING MINUTES OF SAID **BOARD MEETING** OF THE BECKWOURTH FIRE DISTRICT HELD ON **October 22, 2020** ARE CORRECT AS RECORDED.

Patty Venable, Secretary of the Board

BOARD OF DIRECTORS' APPROVAL SIGNATURES: Minutes for October 22, 2020.

Daniel Smith: _____ Date: _____

Denisce Downs: _____ Date: _____

Dwight Ceresola: _____ Date: _____

Gay Miller: _____ Date: _____

John Randall: _____ Date: _____

STATE OF CALIFORNIA

CERTIFICATE OF TITLE

VEHICLE HISTORY

54420110513

AUTOMOBILE

PERM EXEMPT

VEHICLE ID NUMBER

3GNGK26U12G295825

YR

MODEL

MAKE

2002 CHEV

PLATE NUMBER

1487391

BODY TYPE MODEL

SW

UNLADEN
AX WEIGHT

FUEL

TRANSFER DATE

G

11/05/20

FEES PAID

\$22

REGISTRATION
EXPIRATION DATE

12/31/2099

YR 1ST
SOLD

2002

CLASS

CP

YR

2020

MO

BK

EQUIPMT/TRUST NUMBER

ISSUE DATE

11/05/20

MOTORCYCLE ENGINE NUMBER

ODOMETER DATE

05/15/2002

ODOMETER READING

REGISTERED OWNER(S)

BECKWORTH FIRE DEPT
180 MAIN ST
BECKWORTH CA 96129

VOID WITHOUT BEAR WATERMARK. HOLD TO LIGHT TO VIEW.

I certify (or declare) under penalty of perjury under the laws of the State of California that THE SIGNATURE(S) BELOW RELEASES INTEREST IN THE VEHICLE.

1a

DATE

X

SIGNATURE OF REGISTERED OWNER

1b

DATE

X

SIGNATURE OF REGISTERED OWNER

Federal and State law requires that you state the mileage upon transfer of ownership. Failure to complete or providing a false statement may result in fines and/or imprisonment.

The odometer now reads (no tenths), miles and to the best of my knowledge reflects the actual mileage unless one of the following statements is checked. Mileage is VOID if altered or erased.WARNING ☐ Odometer reading is not the actual mileage. ☐ Mileage exceeds the odometer mechanical limits.

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

DATE

TRANSFEROR/SELLER SIGNATURE(S)

X

DATE

TRANSFeree/BUYER SIGNATURE(S)

X

PRINTED NAME OF SELLER OR AGENT SIGNING FOR A COMPANY

PRINTED NAME OF BUYER OR AGENT SIGNING FOR A COMPANY

IMPORTANT READ CAREFULLY

Any change of Lienholder (holder of security interest) must be reported to the Department of Motor Vehicles within 10 days.

LIENHOLDER(S)

2. X

Signature releases interest in vehicle. (Company names must be countersigned)

Release Date

016898

CA199975053

REG. 17.30RS (REV.02/2016)

KEEP IN A SAFE PLACE - VOID IF ALTERED

VOID WITHOUT BEAR WATERMARK. HOLD TO LIGHT TO VIEW.

WILD HARE SIGN COMP
2205 E MAIN ST
QUINCY, CA 95971-9660
530-283-0322

sign Company
Main St
CA 95971
3-0332
wildharesigns.com

Invoice 9254

Sale

9400 new

XXXXXXXXXX1217
MASTERCARD

Entry Method: Chip

Total: \$ 965.25

11/03/20

17:55:28

Inv #: 000000002

Appr Code: 00379C

Apprvd: Online

Mastercard

AID: A0000000041010

TVR: 00 00 00 00 00

TSI: 68 00

DATE	PLEASE PAY
11/03/2020	\$965.25

Customer Copy

THANK YOU!

black reflective stripes, gold reflective
on bumpers, yellow/red chevron on

, reflective

Thanks so much for your business.

QTY	RATE	AMOUNT
1	900.00	900.00T

SUBTOTAL	900.00
TAX	65.25
TOTAL	965.25

TOTAL DUE \$965.25

THANK YOU.