

# NORTH SAN JUAN FIRE PROTECTION DISTRICT

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## BOARD OF DIRECTORS

### REGULAR MEETING

Tuesday, October 26, 2021

**Final Adopted 11/30/2021**

**PRESENT:** Tim Tschantz, Chair; Pat Leach, Treasurer; Rhea Williamson

**ABSENT:** Bruce Boyd, Samantha Hinrichs

**1. CALL TO ORDER:** Meeting called to order at 5:00 PM. Roll taken. Quorum established. Pledge of Allegiance.

**2. APPROVAL OF October 26, 2021 REGULAR BOARD MEETING AGENDA:**

The following items were asked to be removed from the agenda and to be heard at the November Board Meeting; 7.A, 8.E, 8.F and 8.G.

Rhea Williamson moved to approve the amended agenda, Tim Tschantz seconded, motion passed by roll call vote as follows:

Bruce Boyd – Absent

Pat Leach – Aye

Rhea Williamson – Aye

Samantha Hinrichs – Absent

Tim Tschantz – Aye

Ayes – 3   Noes – 0   Absent – 2   Abstain – 0

**3. PUBLIC COMMENT:**

Heidi Ryan read a comment submitted by David Bellak.

**4. CONSENT CALENDAR:**

Boyd Johnson asked to remove item 4.A from the consent calendar for further discussion.

Rhea Williamson asked to accept the Consent Calendar with item 4.A removed for discussion, Pat Leach seconded, motion passed by roll call vote as follows:

Bruce Boyd – Absent

Pat Leach – Aye

Rhea Williamson – Aye

Samantha Hinrichs – Absent

Tim Tschantz – Aye

Ayes – 3   Noes – 0   Absent – 2   Abstain – 0

**Discussion of Item 4.A – Draft Minutes of September 28, 2021 Regular Board Meeting.**

Boyd Johnson referred to a discussion between him and Lynn McGarva during the District Manager’s Report and asked that a point he made be included in the minutes.

Tim Tschantz moved to accept item 4.A to include the point Boyd requested, Pat Leach seconded, motions passed by roll call vote as follows:

Bruce Boyd – Absent  
Pat Leach – Aye  
Rhea Williamson – Aye  
Samantha Hinrichs – Absent  
Tim Tschantz – Aye

Ayes – 3   Noes – 0   Absent – 2   Abstain – 0

**5. ANNOUNCEMENTS:**

Tim Tschantz wanted to congratulate our firefighters and team for getting us through this fire season.

**6. REPORTS**

**A. Chief’s Report- Deputy Chief Tom Browning**

- Presented September 2021 Statistics.
- Will Green has resigned and will be greatly missed.
- The burn ban has been lifted.
- Station 42 is still staffed, foreseeably until December 27.
- Heidi Ryan is updating our Covid-19 Prevention Plan to reflect current standards from Cal OSHA and our Worker’s Comp.

Rhea Williamson pointed out that our yearly totals are significantly more than previous years and there is still three more months in 2021.

**B. Treasurer’s Report – Pat leach**

**i. Financials- September 2021: Funds Summary, Disbursement Detail, Deposit Detail, Cal Card**

Rhea Williamson moved to approve the September 2021 Financials as presented, Pat Leach seconded, motion passed by roll call vote as follows:

Bruce Boyd – Absent  
Pat Leach – Aye  
Rhea Williamson – Aye  
Samantha Hinrichs – Absent  
Tim Tschantz - Aye

Ayes: 3   Noes: 0   Absent: 2   Abstain: 0

### **C. Firefighter Association Report- Chris Rainville**

- Chris Rainville is the new President of the Association, as well as the Treasurer. Kritters Blevins is the vice-President.
- Current account balance is \$15,615.60.

### **D. Fire Safe Council/FireWise Coalition/Ridge FireWise Communities Report – Pat Leach**

- The Council is looking for sawyers and grounds men to help man crews.
- All Firewise Communities will be submitting their work totals this next month.
- To date, Nevada County Firewise Communities have completed over \$6 million in defensible space work this year.

### **E. NCFA Report – Pat Leach**

No meeting to report on.

## **7. OLD BUSINESS**

### **A. Water Storage Committee – Bruce Boyd**

Item was removed from Agenda.

### **B. “Preparing for Large Fires” Discussion – Tim Tschantz**

Boyd Johnson shared that he was informed by local residents that they were contacted by their insurance providers informing them that private wild land fire entities may respond to their home in the event of a wildfire. Tom Browning responded that this is something more common in more populated areas, but they are legitimate entities.

Tim Tschantz would like to encourage residents to obtain better defensible space around their homes and throughout their neighborhoods.

Rhea Williamson would like to continue to focus and refer to the “Be Fire Ready” flyer that was sent to residents in September. Tim Tschantz mentioned the only negative feedback he received regarding the flyer was that the map was small. Liz Walsh thought the flyer was counter-protective because it was received so late in the season.

### **C. Landscaping at Station 3 – Pat Leach**

Rhea Williamson informed the Board that she ran into Nyima (landscaper at station 3) on her road and discussed the landscape at station 3. Nyima is willing to continue providing landscaping service to the Fire Department and would like to have a contract for her services prepared. Tom Browning offered to negotiate the contract with Nyima and report back to the Board at the November meeting. Both Tom and Tim agreed that replacing the bark mulch with lava rock (as suggested by JoAnne Fites-Kaufman) would be beneficial to the fire hardness of station 3.

### **D. NSJ Fire Suppression Project – Pat Leach**

Pat Leach announced that she is still waiting for updates from the County.

### **E. Organizational Chart Change – Rhea Williamson**

Rhea Williamson presented the proposed Organizational Chart reflecting the changes requested at the October Board Meeting. Rhea Williamson requested to have the titles of the two District Managers listed in the Administration box.

Rhea Williamson moved to approve the changes to the Organizational Chart with the two District Managers titles listed in the Administration box, Pat Leach seconded, motion passed by roll call vote as follows:

Bruce Boyd – Absent  
Pat Leach – Aye  
Rhea Williamson – Aye  
Samantha Hinrichs – Absent  
Tim Tschantz - Aye

Ayes: 3            Noes: 0            Absent: 2            Abstain: 0

*Item 7.F was moved to the end of the meeting*

**F. Measure Q Rate Increase Discussion – Pat Leach**

Pat Leach asked to postpone this discussion to a later meeting to have more Board Members present.

Rhea Williamson asked for a re-cap on this item. Pat Leach provided the following information: Measure Q was approved by our residents in 2014. Since its passing, there has never been an increase in the rate. We must have this discussion in the fall to have time to take the necessary actions with the County should we decide to increase the rate.

Rhea Williamson suggested we pass one Resolution stating that we will make the decision to increase the rate or not, in lieu of passing a separate Resolution each year. Pat Leach added that she would like to see what proposed rate increase, if approved, would look like.

**8. NEW BUSINESS**

**A. Award Bid for Purchase Order 2021-02, SCBA's – Tom Browning**

Tom Browning summarized Purchase Order 2021-02.

Rhea Williamson moved to Award Purchase Order 2021-02 to All Star Fire Equipment, Tim Tschantz seconded, motion passed by roll call vote as follows:

Bruce Boyd – Absent  
Pat Leach – Aye  
Rhea Williamson – Aye  
Samantha Hinrichs – Absent  
Tim Tschantz - Aye

Ayes: 3            Noes: 0            Absent: 2            Abstain: 0

**B. PIO Discussion – Tim Tschantz**

Tim Tschantz would like to designate a PIO so we can increase our public outreach. Tom Browning added that the Chief Officers will be able to fill that role during incidents. Tom would like to have this discussed at the next staff meeting then presented to the Board.

Pat Leach added that according to District Policy, the Board Chair is authorized to speak on behalf of the District.

Tim Tschantz asked if we are doing a good job interfacing with the public. Liz Walsh, as a member of the public, expressed her desire to have the newsletter going again as that was her primary source of fire department information. Rhea Williamson and Liz Walsh offered to help get the newsletter out.

**A. District Documents – Rhea Williamson**

Rhea Williamson asked to have this item postponed.

**E. Volunteer Forms – Rhea Williamson**

Rhea Williamson presented the updated volunteer sign-in form that was originally presented at the September Board Meeting.

Pat Leach moved to adopt the Volunteer Sign-in Form as presented, Tim Tschantz seconded, motion passed by roll call vote as follows:

Bruce Boyd – Absent

Pat Leach – Aye

Rhea Williamson – Aye

Samantha Hinrichs – Absent

Tim Tschantz - Aye

Ayes: 3

Noes: 0

Absent: 2

Abstain: 0

**7.F Acknowledging the Retirement of Boyd Johnson, Discussion – Tim Tschantz**

Multiple ideas were suggested, but ultimately it was decided this discussion would be better continued by way of an ad hoc committee.

**G. NEXT MEETING:** November 30, 2021, time and format to be determined.

**H. ADJOURNMENT:** Meeting adjourned at 6:42 PM.

*Heidi Ryan*

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Heidi Ryan, Board Secretary