

NORTH SAN JUAN FIRE PROTECTION DISTRICT

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BOARD OF DIRECTORS

REGULAR MEETING

Tuesday, October 27, 2020

Final Minutes- Adopted December 1, 2020

PRESENT: Ed Beckenbach, Chair; Pat Leach, Treasurer; Bruce Boyd; Rhea Williamson

ABSENT: Tim Tschantz, Vice Chair.

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

Pledge of Allegiance.

2. PUBLIC COMMENT:

Liz Walsh first thanked the Board Members for their service. Mrs. Walsh then provided an overview of her neighborhood and asked if the Fire Department could assist with outreach to the community to help ensure proper fire prevention work is completed.

3. CONSENT CALENDAR:

- Minutes of September 22, 2020 Regular Board Meeting

Rhea Williamson moved to approve the September 22, 2020 minutes, Bruce Boyd seconded, motion passed by unanimous vote as follows:

Pat Leach – Aye

Bruce Boyd – Aye

Rhea Williamson – Aye

Ed Beckenbach – Aye

Ayes: 4

Noes: 0

Abstain: 0

Absent: 1

4. ANNOUNCEMENTS:

Pat Leach relayed that Nevada County OES has been in contact with Heidi Ryan, Pat Leach, and Sara Greensfelder regarding information on the Public Safety Power Shutoff (PSPS). OES is also interested in identifying responsible entities to commit to sharing information and hosting sandwich boards to put around the Ridge Community for information sharing. Pat wants to know if the Fire Department wants to commit to this roll. Pat suggested we agendize this topic for the next meeting.

Rhea Williamson announced that the West Sages Firewise Community has been approved.

Rhea Williamson addressed the Public Comment made by Liz Walsh, concurring with Mrs. Walsh's concern and request. Ed Beckenbach then asked to have the topic of *Community Outreach for Fire Prevention* agendized.

Rhea Williamson announced that she has officially stepped down from the San Juan Ridge Taxpayers Association Board.

Ed Beckenbach relayed that Milhous school would like to rent station 1 for two separate dates (November 17 and December 11), but Ed has decided that we will not be allowing rentals at this time.

5. REPORTS

A. Chief's Report – Battalion Chief, Boyd Johnson

- Department was poised for the red flag event.
- Engineers Rick Mead and Judy Stead have stepped up considerably to cover the District when firefighter availability was low.
- Catching up on maintenance with fire trucks, four vehicles have been to the shop in the last month.

B. Treasurer's Report – Pat Leach

i. Donations – Donations were received as follows: \$950 for the month of September 2020.

ii. Financials- September 2020: Funds Summary, Disbursement Detail, Deposit Detail, Cal Card.

Boyd Johnson asked for clarification on multiple line items on the disbursement detail report. Lynn McGarva and Pat Leach were able to add clarification. Boyd asked for more detail on purchases made on the Cal Card with Staples and Amazon and requested Amazon Analytics accompany the financial reports. Lynn McGarva assured Boyd moving forward she will provide more detail on Staples and Amazon purchases.

Rhea Williamson asked for clarification on the Deposit Detail report regarding Mother Trucker's Market. Pat Leach responded that the Department had a broadband internet partnership with Mother Trucker's Market that is currently going through some changes.

Some of the strike teams incurred lodging and meal expenses, staff needs to confirm which expenses are reimbursable. Battalion Chief Browning said all the expenses he incurred will be reimbursed through the State, and he will review the expenses incurred by the Water Tender crew to determine their eligibility for reimbursement.

Pat Leach announced that the District has formally amended our agreement with the leasing agency for the new fire engine to reflect the delays at Rosenbauer.

After review of the financial reports, Bruce Boyd moved to accept the September 2020 Financials as presented, Pat Leach seconded, motion passed by unanimous vote as follows:

Pat Leach – Aye
Bruce Boyd – Aye

Rhea Williamson – Aye
Ed Beckenbach – Aye

Ayes: 4

Noes: 0

Abstain: 0

Absent: 1

iii. Budget vs. Actual as of September, 2020

Pat Leach announced that Lynn McGarva has completed the new company in QuickBooks it is balanced to the County's record. However, some reports are printing in a format that is not what the Board is used to seeing. Pat and Lynn will continue to iron out the new company in QuickBooks.

Pat Leach reminded the Board that the Finance Committee will present an Adjusted Budget in January, which will provide a much clearer picture of the finances.

Rhea Williamson asked for clarification on the insurance expense, specifically why the amount paid for the first quarter was almost as much as was budgeted for the year. Lynn McGarva confirmed that is an annual payment that is paid in the first quarter, it is not a monthly or quarterly expense.

C. District Manager's Report – Lynn McGarva

Lynn McGarva updated the Board on a clerical mistake made by the County which resulted in Penn Valley Fire Departments Cal Card payment being applied to our account. Lynn has relayed her concerns on this matter with Supervisor Hoek.

D. Firefighters Association Report – Kritters Blevins

- Last meeting was September 16, next meeting is tomorrow, October 28.
- Main focus at the next meeting is firefighter retention and fostering growth with new firefighters. The Association has come up with a new firefighter training list to help recruits complete the matrix.
- Developing a firefighter mentor program, with Captains appointing mentors.
- All the new pants have been received, firefighters are very happy with them. Kritters is developing an inventory of the pants as they are considered Department owned.
- New officers will be selected at the next meeting as well.

E. LAFCo Report – Ed Beckenbach

No meeting, no report.

F. Fire Safe Council /FireWise Coalition/Ridge FireWise Communities Report – Pat Leach

Fire Safe Council is still working on creating helpful videos to make available on multiple platforms.

West Sages, Ananda, Hyatt/Blue Sage, Montezuma Ridge, Jackass Flatt, and Salmon Mine/East Sages are all certified Firewise Communities now. We have also submitted Robinson/Byron/Brem, Cruzon Grade, and French Corral. Three

others are close to submission. Much of this work is being done by Joanne Fites-Kaufman.

G. NCFA Report – Pat Leach.

Last meeting involved a lot of budget approval. North San Juan Fire’s portion of the cost for the JPA has gone up \$25.53 this year, we will be receiving an invoice for \$1,344.66. The group approved the service contract for the next 10 years with Banner Communications, as well as a 10 year agreement with Oregon Peak. Additionally, the group signed the agreement with CAL FIRE, Pat Leach was surprised to see how much service CAL FIRE provides for a relatively small cost.

6. OLD BUSINESS

A. Auditor Update- Pat Leach

Zach Pehling has received a thumb drive with a copy of our QuickBooks and will soon receive our retainer. He will be in the office November 10th.

B. Water Storage Committee Update- Bruce Boyd

Chief Flores, Rhea Williamson, Bruce Boyd, Rich Mead, and Kurt Lorenz all met and had a productive discussion. The Committee will meet again on Tuesday, November 10 and do a field trip to look at potential water storage sites throughout the district and come up with some recommendations. Rich Mead’s site along Cruzon Grade is still a prime spot in the District, other areas of interest are French Corral, North San Juan, and Tyler Foote near Highway 49. Rhea Williamson added that the group discussed Grants and possible funding opportunities, she is waiting for feedback on inquiries.

Ed Beckenbach asked if water sourcing was discussed. Bruce replied that the topic was discussed, but it is early in the process for definitive decisions.

Rhea Williamson said the group identified questions that would need to be answered in order to set up any kind of program that would be fair and open ended.

7. NEW BUSINESS

A. CLOSED SESSION: Public Employee Performance Evaluation (Gov. Code § 54957)

Title: District Manager of Finance and Facilities

Title: District Manager of Operations and Personnel

B. Report on Closed Session

The Board received evaluations on the two District Managers and are pleased with both. No action was taken.

C. NEXT MEETING: November 17, 2020, time and location to be determined.

D. ADJOURNMENT: Meeting adjourned at 6:26 PM.

Heidi Ryan

Heidi Ryan, Board Secretary