

NORTH SAN JUAN FIRE PROTECTION DISTRICT

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BOARD OF DIRECTORS

REGULAR MEETING

Tuesday, October 24, 2023

Final Adopted November 28th, 2023

PRESENT: Bruce Boyd, Chair; Rhea Williamson, Treasurer; Tim Tschantz

STAFF: Jason Flores, Fire Chief; Tom Browning, Deputy Fire Chief; Lynn McGarva, Finance Manager

ABSENT: Samantha Hinrichs, Vice-Chair; Pat Leach; Heidi Ryan

1. CALL TO ORDER: Meeting called to order at 6:04 PM. Roll taken. Quorum established. Pledge of Allegiance.

2. APPROVAL OF October 24, 2023, REGULAR BOARD MEETING AGENDA

Rhea Williamson asked to remove item 7.B, Bruce Boyd asked to remove item 7.A, Lynn McGarva asked to remove items 6.E and 6.F.

Rhea Williamson moved to approve the October 24th agenda as amended, Tim Tschantz seconded, motion carried 3-0-0-2.

3. PUBLIC COMMENT:

None.

4. MINUTES:

A. Draft Minutes of September 26th, 2023 Regular Board Meeting

Rhea Williamson asked for a correction to the minutes under 6.B.ii to include the word Parks to Sierra Gold *Parks* Foundation.

Rhea Williamson moved to approve the Draft Minutes of September 26th, 2023, as amended, Tim Tschantz seconded, motion carried 3-0-0-2.

5. ANNOUNCEMENTS:

Rhea Williamson shared that the Golden Era Lounge is hosting a Firefighters Thanksgiving on November 20th which will benefit the Wildland Firefighter Foundation, a foundation that supports injured firefighters.

6. REPORTS

A. Board Chair Report – Bruce Boyd

Bruce Boyd shared that Chief Flores received the “Tiki Award” on his incident management team during their assignment on the Six Rivers Complex.

Additionally, Bruce announced that there will be a public hearing regarding the proposed Edward's Crossing bridge replacement on November 1st.

i. Correspondence

1. Communications between Catherine Rice and the IRS.

According to Catherine Rice, the payroll issue from the 3rd quarter of 2022 is settled. Boyd Johnson asked when District staff paid the IRS penalty. Lynn McGarva responded that we appealed the penalty and had ample proof to convince the IRS we paid the correct amount at the correct time.

B. Chief's Report – Chief Jason Flores

i. September 2023 Statistics

Chief Flores provided a summary of the September 2023 statistics.

ii. Current Department Activity

- Chief Flores attended a Yuba River Cohort meeting on the proposed bridge replacement at Edward's Crossing and announced that the Western Fire Chiefs will be supporting option 2, which sees the new bridge being built roughly 1,000 feet up canyon from the current bridge.
- Rob Riley continues to provide engaging medical training for the Department.
- The Firefighter's Association is putting on the annual Spaghetti feed on October 28th.
- Firefighters are looking forward to the Firefighters Appreciation Dinner on November 3rd hosted by the Fire Auxiliary.
- Chris Rainville and Cameron Shay are attending an EMT course in Downieville. Advanced EMT class will be offered in Downieville again this winter.
- Micah Gross, Chris Rainville, and Alejandro Rodriguez will all be attending a Firefighter 1 Academy beginning in January.

Bruce Boyd asked if CAL FIRE has been completing defensible space inspections, Tom Browning responded that they completed inspections in the Shady Creek community, likely others that we are unaware of.

C. Treasurer's Report – Rhea Williamson

i. Financials- September 2023: Funds Summary, Disbursement Detail, Deposit Detail, Cal Card

Rhea Williamson presented the financial reports for September 2023.

Rhea Williamson moved to approve the September 2023 Financials and Cal Card as presented, Tim Tschantz seconded, motion carried 3-0-0-2.

ii. FY 2023-24 Year-to-Date Budget vs. Actuals

Rhea Williamson presented the Year-to-Date Budget vs. Actuals for FY 2023-24. It's still early in the fiscal year, but there is one line item that sticks out as being higher than anticipated, Memberships. This is because our LAFCO membership is included in this line item, and they increased their rates this year and the increase did not

make it into the Final Budget. As a reminder, the budget is a guide, and we will continue to monitor it throughout the year.

Bruce Boyd asked if there has been any progress in getting our liability insurance decreased. Tom Browning responded that there has been no progress, but we are committed to our current contract for two more years.

D. Firefighters Association Report – Tom Browning

- The Spaghetti Dinner Fundraiser will be on October 28th at 5:00 PM at Station 1, the cost is \$15 per person. The Jennings Foundation will be matching all funds raised at the Spaghetti Dinner. All funds raised will go towards purchasing cordless extrication equipment.

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

This item was removed from the agenda.

F. NCFCA Report – Pat Leach.

This item was removed from the agenda.

7. OLD BUSINESS

A. Water Tank Project Update – Bruce Boyd

This item was removed from the agenda.

B. Public Outreach – Rhea Williamson

This item was removed from the agenda.

C. Second Reading – Ordinance 2023-01; Imposition of Fees in Cases of Negligence, Criminal Activity and False Alarms – Bruce Boyd

Tom Browning reminded the Board that the District has had a similar variation of this Ordinance in place for many years. The only difference with Ordinance 2023-01, as compared to the previous Ordinance is that we will not have to set new fees annually. The current fees will be in place until the Board chooses to change the fees.

Rhea Williamson moved to adopt Ordinance 2023-01, Tim Tschantz seconded, motion carried by the following roll call vote:

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

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

D. Hydrant Committee Update – Tom Browning

Tom Browning shared that the Hydrant Committed hosted a public meeting on the Fire Suppression Project on October 18th and two members of the public attended. Both public members were supportive of the project. A discussion ensued regarding the potential impact of the project on residents' fire insurance.

One concern that was brought up regarding how the tanks will be filled, and the impact that process will have on local wells. To combat this concern, project engineers have developed the following plan; First, they will measure, with monitors, existing wells in the proposed service area for both water depth and quality. Next, when they begin to fill the tanks, they will only pump eight hours a day and only during the months of November and April. Then, if the water quality changes or the water drops by a foot in the existing wells being monitored, they will cease pumping from the well and move forward with filling the tanks with water tenders. For this plan to work, engineers need at least three property owners to agree to have their well monitored.

On December 5th the Board of Supervisors will submit the application to LAFCO to prepare the special district. Then, there will be a protest period for residents to contest. Next, residents will need to vote on the special assessment. To be approved, the special assessment will have to receive 51% of the residents in favor. At this point, the proposed special assessment will be \$130/year, which will be used to maintain the system.

8. NEW BUSINESS

A. Remote Access to Public Meetings – Bruce Boyd

Bruce Boyd noted that the memo from Gary Bell summarizes the recent changes to the Brown Act regarding remote access to public meetings. This is for information only; no action needs to be taken.

9. NEXT MEETING: November 28, 2023, at 6:00 PM.

10. ADJOURNMENT: Meeting adjourned at 7:31 PM.

Heidi Ryan

Heidi Ryan, Board Secretary