

NORTH SAN JUAN FIRE PROTECTION DISTRICT

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BOARD OF DIRECTORS

REGULAR MEETING

Tuesday, November 28, 2023

Final- adopted January 23, 2024

PRESENT: Bruce Boyd, Chair; Samantha Hinrichs, Vice-Chair; Rhea Williamson, Treasurer; Pat Leach; Tim Tschantz

STAFF: Jason Flores, Fire Chief; Tom Browning, Deputy Fire Chief; Lynn McGarva; Heidi Ryan

ABSENT: None

1. CALL TO ORDER: Meeting called to order at 6:00 PM. Roll taken. Quorum established. Pledge of Allegiance.

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

Bruce Boyd asked to switch item 6.A with item 6.G.

Rhea Williamson moved to approve the November 28th agenda as amended, Samantha Hinrichs seconded, motion carried 5-0-0-0.

3. PUBLIC COMMENT:

Liz Walsh thanked the Board for their years of service. Rusty Fites-Kaufman seconded the comment.

Tom Browning wished everyone a Merry Christmas.

Nancy Lorenz thanked the Board and the Department for the installation of the water storage tanks on Cruzon Grade.

4. MINUTES:

A. Draft Minutes of October 24th, 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 October 24th, 2023, Tim Tschantz seconded, motion carried 5-0-0-0.

5. ANNOUNCEMENTS:

Samantha Hinrichs informed the Board that the Twin Ridges School District is working to put a measure on the ballot to raise money for capital bonds. These funds will be used to update infrastructure of the District's facilities.

6. REPORTS

A. Board Chair Report – Bruce Boyd

This item was heard out of order at 6:42.

i. Correspondence

1. Two correspondence from IRS:

Lynn McGarva announced that it appears that this issue is resolved. This is regarding our 941 from September 2022.

B. Chief's Report – Chief Jason Flores

i. October 2023 Statistics

Chief Flores provided a summary of the October 2023 statistics.

ii. Current Department Activity

- CAL FIRE Station 42 is down to one engine.
- Firefighters loved the Appreciation Dinner.
- Rob Riley continues to teach Medical Continuing Education classes for the department.
- New lights will be installed in the office and training room.
- Bauer Compressor will be on site tomorrow to conduct testing on the air compressor unit at Station 1.
- Firefighters will be fit-tested by All-Star.
- Rob Riley continues to provide engaging medical training for the Department.
- Michael Maurin has left the department and moved to Minnesota. He will be back in the summer to work for the Forest Service, he sends his “thank you”.
- Christian Moorhouse is back from his summer assignment with CAL FIRE.
- Firefighters participated in the Trunk-or-Treat event at Grizzly Hill.
- The Golden Era put on an event called Firefighter Thanksgiving that was well attended.

C. Treasurer's Report – Rhea Williamson

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

Lynn McGarva announced that the Cash Summary from the previous month showed \$0.30 less for the General Fund than there was. Additionally, the Deposit Detail page in the packet is for September, but it should be October. Lynn handed out the Deposit Detail page for October to all attendees of the meeting.

Rhea Williamson presented the Financials for October 2023.

Tim Tschantz asked to discuss the possibility of expanding the bay at Station 3, Bruce Boyd responded that the discussion could be agendaized in January.

Samantha Hinrichs moved to approve the October 2023 Financials and Cal Card as presented, Pat Leach seconded, motion carried 5-0-0-0.

D. Firefighters Association Report – Tom Browning

- The Association ordered all the desired cordless extrication equipment with the funds they raised, and it should be delivered by the end of the week. The Association will be asking the Board or the Auxiliary to purchase brackets to hang the equipment on the engine, the cost of which is estimated to be \$1,200.

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

There are new staff on the CAL FIRE team responsible for certifying FireWise Communities and they have been rejecting many local renewal applications as well as first time applicants. FireWise Communities will need to ensure they are following the application directions closely.

F. NCFCA Report – Pat Leach.

The next meeting will be January 2024

G. Auxiliary Report – Nancy Lorenz

This item was heard out of order at 6:06.

Nancy announced that the Auxiliary is back in service and functioning well. They put on the Scotch Broom Breakfast and a Firefighters Appreciation Dinner this year. The Auxiliary has some funds available to support the firefighters so they will be in contact with the Firefighters Association to take requests. The Auxiliary continues to provide treats to firefighters at Wednesday training nights. Sasha St. John is the current president, Nancy serves as the Liaison.

7. OLD BUSINESS

A. Water Tank Project Update – Bruce Boyd

Ownership and usage signage will be hung on the tanks and the Deed Easement has been recorded. As a reminder, the Cruzon location was selected as a beta site, the Water Storage Committee has identified four other potential water storage sites throughout the District. The Committee will have to determine an application process. Rhea Williamson suggested including this completed project in the next Newsletter and Samantha Hinrichs suggested including an article in the Ridge Connections.

B. Hydrant Committee Update – Tom Browning

Tom Browning shared that the Hydrant Committee will have a Public Hearing on December 5th for the Board of Supervisors to declare a Community Service Area (CSA). Each parcel in the proposed CSA will be billed \$130 annually for system maintenance. To date, there has been no opposition to the project.

The next step will be a vote on the assessment notice. If 50% of the parcel owners are against it, then the project is dead. Of the parcel owners who vote, they will need 51% in favor to pass the assessment.

8. NEW BUSINESS

A. FY 2022-23 Audit Report and Management Representation Letter – Lynn McGarva

Lynn McGarva announced that this is a draft report and there will be a change made to the report summary page before the audit is adopted. Bruce Boyd asked the Board to review the Audit report and be prepared to discuss it at the January 2024 Board meeting.

B. CLOSED SESSION: Pursuant to Section 54967 of the Brown Act: Public Employee Performance Evaluation: Fire Chief

C. Report on Closed Session

Chief Flores received a positive evaluation. No Action was taken during closed session.

9. NEXT MEETING: January 24, 2024, at 6:00 PM.

10. ADJOURNMENT: Meeting adjourned at 7:41 PM.

Heidi Ryan

Heidi Ryan, Board Secretary