



## **FELTON FIRE PROTECTION DISTRICT**

131 Kirby Street, Felton CA 95018 831 335-4422

### **Regular Meeting Minutes and Public Hearing Of The Board of Directors October 07, 2019**

#### **1.0 Convene Meeting:**

**1.1 Call to Order:** Meeting was called to order by Chairman Dave Ladd at 7:00 p.m.

**1.2 Pledge of Allegiance**

**1.3 Roll Call:** Directors D. Ladd, S. Richmond, R. Gelini, J. Anderson, D. Walters

Staff: Chief Gray, L. Dennis

Absent: none

Guests: none

**1.4 Approve meeting minutes of the Regular Meeting held on September 04, 2019.**

Regular meeting approved as written on motion by Director Gelini and second by Director Richmond and passed.

**1.5 Considerations of Additions to the Agenda: None**

#### **2.0 Public Comment: None**

#### **3.0 Public Hearing: Fire Code Adoption:**

Director Ladd opened the Public Hearing at 7:02 p.m.

**3.1 Comments from the public regarding the adoption of Ordinance 1-2019 (California Fire Code 2019 with amendments)**

There were no public comments.

**3.2 Accept the environmental checklist as submitted, and direct Fire Chief to make appropriate filings:**

Director Richmond made a motion to accept the environmental checklist. The motion was seconded by Director Gelini and passed. Chief was directed to file.

**3.3 Suspense reading of Ordinance 1-2019 due to time, copies have been available to the public since August 20, 2019.**

Some general discussion regarding the ordinance.

**3.4 Vote to adopt Ordinance 1-2019, "an ordinance adopting the 2019 California Fire Code with amendments".**

Director Anderson made a motion to adopt Ordinance 1-2019, it was seconded by Director Walters and passed.

The Public Hearing was closed by Director Ladd at 7:05 p.m.

**4.0 Directors Reports:** Director Anderson stated that Cal LAFCO did vote to increase fees, which will result in our District fees increasing in the future. It will probably be less than \$100 for our District.

Director Gelini asked Chief Gray about our station generator status in the event our power is shut off. Chief Gray has a scheduled delivery Wednesday to top off the tank and it is in working order. Some additional discussion followed regarding the potential power PG&E shut off and impacts on water.

**5.0 Staff Report:** Chief Gray reported the Auditor finished the bulk of the work. He is waiting on Volunteer Pay information to complete the salaries portion. He recommended we increase the dollar amount of single items purchased that we capitalize and list on our Fixed Asset Inventory to \$5,000. He explained this is the norm now for similar entities such as ours. Board members were agreeable to this limit. Chief Gray stated it would be incorporated into our purchasing policies.

The health care premiums for 2020 will be increasing by 14%. There was some discussion on health care costs.

Chief stated that earlier this month we responded to a smoke check on the ridge between here and Bonny Doon which ended up actually being property on Felton Quarry Road. It was a dumpster fire by a trailer and mattresses burning. S.O. and CalFire were involved also. The property has now been tagged by County Code Compliance. Some of the people residing on the property have been removed and arrests have been made.

We are actively recruiting right now for volunteers. Squad members have prepared a video which will be on the webpage and Facebook. Zach Ackemann prepared an article that was sent to the Valley Press editor regarding our department and volunteering.

We have responded to two vehicle accidents with fatalities during the past month. We have done a lot of staff support and talks.

Chief attended a meeting last week along with Ben Lomond and Boulder Creek departments regarding training schedules and changing to a block schedule. This would enable us to be in line with block training used by other County departments. The meeting was successful and many good ideas shared. The group is hoping to have two representatives from each department as "train the trainers" participants. The group is still in the beginning planning stages.

Looking into making improvements to the kitchen area. The Auxiliary has offered funding to add.

We received an additional bid from Earthworks that was the same pricing as the Wenger bid. He accepted the Wenger bid. Patching has been done, and they will be back to seal.

## **6.0 Unfinished Business:**

### **6.1 "Personnel report of corrective action policy", review and adoption.**

Director Richmond recommended changing "correction" to "corrective" in two instances in the document. Director Walters made a motion to approve the policy with the two minor corrections. The motion was seconded by Director Gelini and passed.

### **6.2 Volunteer Shift Program: review policy and discussion**

There was a discussion regarding call volume and volunteer response. Chief Gray described the quote he received for a mobile trailer that would serve as sleeping rooms. There are some set-up fees and the monthly lease for a year would be \$413 per month. Director Richmond asked Chief to find out the purchase price. Director Ladd also asked him to find if there is a "rent-to-own" type of option. Director Walters suggested still pursuing the potential upstairs modifications for the long-term, while we try this short-term solution. Much discussion followed. Director Richmond moved to rent the trailer on a trial basis, with the potential to buy it if it's successful. Director Walters seconded the motion and it passed unanimously.

Director Walters directed the Chief to pursue professional services to come in and provide direction for modifications to the building regarding living quarters and the kitchen. Chief will research and also talk to an architect.

## **7.0 New Business:**

### **7.1 Event medical coverage stand-by contract with Roaring Camp Railroads.**

Chief stated that Roaring Camp has approached us to do medical stand-by during Thomas the Train events. They pay approximately \$3,000 for all weekends. Board members discussed their concerns over our liabilities and also regarding the District receiving funds for the service. Much additional discussion followed over past services provided and equipment used. The board members agreed due to liability concerns, Felton Fire District should decline to provide stand-by services at this event on site. Director Richmond made a motion, which was seconded by Director Gelini and passed.

### **7.2 PERS retirement and healthcare benefits contract review and findings. Discussion and possible action.**

Directors Anderson and Walters described what their understanding of our contract and health benefits was. Much discussion followed regarding what the PERS contract says and the district's understanding. Chief sent the documentation to the attorney and she will review the additional documents and give suggestions as to our options. Chief requested that a board member be present for future conversations both with the attorney and PERS. Director Richmond volunteered to be the board representative.

**7.3 Fire Chief 6-month review**

Chairperson Ladd will meet with the Chief to complete the review. Directors should contribute any comments or input they have. Laurie reminded the board that this 6-month period has a monetary increase indicated.

**8.0 Approve paid vendor claims for the month of September 2019:** Board members reviewed the vendor claims in the amount of \$16,298.38. Claims were approved as presented on motion by Director Richmond, seconded by Director Anderson and passed.

**9.0 Closed Session:** None

**10.0 Set date for the next meeting:** The next Regular Meeting will be held on Monday, November 04, 2019 at 7:00 P.M.

**11.0 Adjourn:** Chairman Ladd adjourned the meeting at 8:55 p.m.

  
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Dave Ladd, Chairman

  
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Attest: Laurie Dennis, Secretary