



## **FELTON FIRE PROTECTION DISTRICT**

131 Kirby Street, Felton CA 95018 831 335-4422

### Regular Meeting Minutes

### Of The Board of Directors

September 07, 2021

Location: ZOOM meeting link:

<https://us06web.zoom.us/j/89111002139?pwd=OEhQbFNhUTk5NVFTVHdHYkQzb1UwUT09>

Meeting ID: 891 1100 2139

Passcode: 271071

One tap mobile

+16699006833,,89111002139#,,,,\*271071# US (San Jose)

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

**1.1 Call to Order:** Meeting was called to order by Chairperson Cyndi Foreman at 6:01 p.m.

**1.2 Pledge of Allegiance**

**1.3 Roll Call:** Directors C. Foreman, R. Gelini, J. Anderson, D. Ladd, N Crandell

Staff: Chief Gray, L. Dennis

Absent: none

Guests: Adam Hensleigh joined meeting at 6:08 via ZOOM

**1.4 Approve meeting minutes of the Regular Meeting held on August 02.** Regular meeting minutes approved as written on motion by Director Gelini and second by Director Ladd and passed.

Ayes: Director Anderson, Director Gelini, Director Ladd, Director Crandell

Noes: none

Abstain: none

Absent: none

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

**2.0 Public Comment:** None

**3.0 Public Hearing:** Adopt Final Budget for fiscal year 2021/2022

Chief Gray stated the budget has been fine-tuned and reviewed by himself and Laurie. They both met with Director Crandell last week to review and familiarize with the entire budget content and structure. Chief Gray stated we are still waiting to receive the funding from FEMA/ CalOES for the CZU fires event reimbursement. Director Foreman thanked them for all the hard work on putting together the budget. Director Anderson commented that he

felt in the future the budget should somehow reflect the districts' unfunded liability to PERS for the public.

Director Gelini made a motion to adopt the fiscal year 2021/2022 budget as presented, the motion was seconded by Director Crandell.

Ayes: Director Anderson, Director Gelini, Director Ladd, Director Crandell

Noes: none

Abstain: none

Absent: none

Director Anderson made a motion to approve the Fixed Asset Schedule as presented, the motion was seconded by Director Gelini.

Ayes: Director Anderson, Director Gelini, Director Ladd, Director Crandell

Noes: none

Abstain: none

Absent: none

#### **4.0 Directors Reports: None**

Director Foreman stated that the changes regarding the Brown Act and remote meetings change effective October 1<sup>st</sup>. It will mean we must have a quorum physically at the posted site. There may be additional legislation to amend, as the health conditions continue to change. At this time, we should plan that the October meeting will be in person.

Director Anderson reported that he spoke with Jean MacDonald at PERS regarding the Pension Pre-funding Trust and provided some of the information. Funds invested can be withdrawn, there are fees/ percentages on amounts invested. Director Anderson stated our current unfunded liability is \$368,555. He thinks it should be discussed further at a later meeting. Some discussion followed. Director Crandell suggested a side conversation between himself and Director Anderson, and then provide more information at the next board meeting.

Director Anderson stated that the LAFCO fire study report will be coming out soon.

#### **5.0 Staff Report: Chief Gray reviewed highlights of the Chief's Report-**

-Administratively his focus has been on the budget and Zone Haven. He will be attending a meeting Thursday to finalize details on Zone Haven.

-The County radio project is ongoing. It will be a multimillion-dollar project.

-Issues have continued with Occ Health with billing and services. Moving forward new hire physicals will be done at Doctors on Duty. Central Fire has been using them for their staff. Options through Kaiser will be explored for the future.

- Recruiting and hiring is in process. We received 23 applications. Ten were selected from the applicants and interviews were done. Two of our current EMTs applied as firefighter cadet, so we will plan to backfill the EMT positions from this same pool of applicants. Chief has been involved in conversations for a potential in-house academy with Zayante and Ben Lomond. This would be in addition to the BFFA.
- The draft LAFCO fire study has been resubmitted.
- We have a squad member with a minor knee sprain, necessitating a worker's comp claim be initiated. He will hopefully be cleared to work again soon.
- He continues work on the Station Manager MOU, it will be discussed next in the meeting.

## **6.0 Unfinished Business:**

### **6.1 Station Manager position benefits and MOU.**

Chief Gray stated that a few items still remained undecided regarding time off. He is looking for guidance on this and potential uniform allowance additions. Director Anderson suggested PTO hours / time that could be taken as the employee wished for sick or personal time off. When he held this position in the past uniforms were provided. He described that she is now netting less than she previously did, due to all the deductions. Chief also noted the health benefit cost will increase in 2022. Much discussion followed regarding benefits and pay. Director Foreman suggested considering the district covering the total cost for health benefits which would amount to about \$4,000 annually. The employee's dedication and level of nearly 20 years of service should be taken into account. Director Foreman also recommended a uniform stipend, to which Director Crandell also voiced his agreement. Director Anderson cautioned that the cost for the former Chief settlements is still an unknown factor. He stated Director Foreman was making an emotional consideration and that only the position should be considered as opposed to the person.

At this time Laurie cautioned that board members be conscious of discussion content and what should potentially be taken to the next board meeting under closed session.

Lengthy discussion followed regarding current and future employee pay costs vs potential sources for generating additional revenue to help offset them. Chief stated we currently are not charging fees for inspections of any type which could be a future source. He stated our fee schedule needs to be further developed and then implemented. Director Ladd agreed this was a good idea.

Director Foreman asked if any valley agencies had hired a consultant to review and / or develop a fee schedule. Chief didn't believe so, but Boulder Creek does use an

outside agency for inspections. Revenue generating by charging fees has been discussed amongst Chiefs. Chief Gray plans to report to the board according to SB1205 on the required inspections status, and then annually each January following. Director Foreman stated it will be important to plan to have a fee schedule in place in 2022. More discussion in future board meetings.

## **7.0 New Business:**

### **7.1 Select Board Vice-Chair.**

Director Foreman asked the board members in general if anyone would volunteer. Hearing nothing, she polled each member individually. Director Anderson – may consider but would defer to another board member as he’s done this multiple times. Director Gelini no. Director Ladd- no, not enough time with work schedule. Director Crandell stated he felt he was too new to the position. Director Foreman then asked for a motion.

Director Gelini made a motion to nominate Director Anderson as the Vice-chairperson and Director Crandell seconded.

Ayes: Director Anderson, Director Gelini and Director Foreman

Noes: none

Abstain: none

Absent: none

Motion carried with Director Anderson named as Vice-Chair.

**8.0 Approve paid vendor claims for the month of August 2021:** Board members reviewed the vendor claims in the amount of \$51,110.80. Director Anderson asked about the bill for additional hard drives in the amount of \$917.38. Chief Gray explained these are to add additional space necessary to run our server and all of the electronic devices it handles, and additional storage space required. This is outside of the amount budgeted and spent to upgrade the system initially, and will occur in the future at times to enable changes and maintenance needs. Director Anderson requested a report of total funds spent on the security system, and costs for current and future electronics needs. Claims were approved as presented on motion by Director Anderson and seconded by Director Gelini.

Ayes: Director Anderson, Director Gelini and Director Foreman

Noes: none

Abstain: none

Absent: Director Ladd

Motion carried.

**Good of the Order** – Chief Gray informed the board that the Santa’s Shelves Craft Fair has been canceled this year. After discussion with the health director and considerations for

facility needs it was determined. The Christmas Eve Santa ride-around should still be able to happen as it's outdoors.

**9.0 Closed Session: None**

**10.0 Set date for the next meeting:** The next Regular Meeting will be held on **Monday, October 4, 2021 at 6:00 P.M.** The meeting will tentatively be in person as of this time and also remotely via Zoom.

**11.0 Adjourn:** Director Anderson motioned to adjourn the meeting at 7:08 p.m.

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Cyndi Foreman, Chairman



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Attest: Laurie Dennis, Secretary

