



## **FELTON FIRE PROTECTION DISTRICT**

131 Kirby Street, Felton CA 95018 831 335-4422

### Regular Meeting Minutes

### Of The Board of Directors

October 04, 2021

Location: ZOOM meeting link:

<https://us06web.zoom.us/j/84266076523?pwd=anVzUis4SWk2UDI4amw2N2tnZ25BQT09>

**Meeting ID:** 842 6607 6523 Passcode: 072000

**Call in:** [+16699006833](tel:+16699006833),84266076523#,,,,\*072000# US (San Jose)

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

**1.1 Call to Order:** Meeting was called to order by Chairperson Cyndi Foreman at 6:03 p.m.

**1.2 Pledge of Allegiance**

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

Staff: Chief Gray, L. Dennis

Absent: none

Guests: Adam Hensleigh

**1.4 Approve meeting minutes of the Regular Meeting held on September 07.** Regular meeting minutes approved as written on motion by Director Gelini and second by Director Anderson and passed.

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

Noes: none

Abstain: none

Absent: none

**1.5 Considerations of Additions to the Agenda:** Chief Gray requested the AT&T Lease be added as item 7.3

**2.0 Public Comment:** Adam Hensleigh asked the Chief Gray about a FireWise postcard mailing to the district residents. Chief Gray responded that as of now, the County is working on the documents.

**3.0 Public Hearing:** None

**4.0 Directors Reports:** None

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

- Zone Haven is finally to a stage to advertise. We are pushing the information on our website and have it posted in the station. Data entry is in process for population of locations and other details.

-PANO is up and running at the Henry Cowell observation deck. It's the only operational one in the valley, now in its trial period.

-We have established a relationship with Doctors on Duty to perform new hire physicals and other medicals as needed. Their services replace those of OccHealth after many issues with service and billing historically.

- We have hired a total of 7 new recruits. Our in-house academy begins tomorrow. There will be a couple of Zayante firefighters participating, and they in turn will provide teaching assistance.

- Felton Fire was approached by OR3 and PG&E regarding the use of the Community Hall as a "resiliency site", and a shared generator. Chief felt it could be a good joint venture if PG&E were willing to foot the cost to replace our existing aged generator with an adequate one for the situation. More conversations to follow.

- the month of August totaled 81 calls, with a 4 person average and a 4.45 minute response time average

- Director Anderson asked about the PERS item he thought would be on the agenda. His contact lady from PERS offered to do a presentation at our board meeting. He will arrange with her to do so at the next meeting and co-ordinate with the Chief.

- Director Ladd asked about the review of the Mission Statement. Chief added that the review was to have been of the Strategic Plan initially, but there has been no action so far. Laurie suggested placing the item under Old Business on the agenda so it can be followed up on going forward. Director Foreman commented that would be a good idea to ensure it moved forward and was further reviewed.

## **6.0 Unfinished Business:**

### **6.1 None**

## **7.0 New Business:**

### **7.1 Review LAFCO County-wide fire service study.**

Chief Gray reviewed highlight portions relating to Felton Fire District.

Website - We are aware our website needs some attention and we are working on compliance. He has had conversations with Central Fire as their website is

compliant and they have experience with vendors for solutions. He will be following up on some quotes for the work. Some discussion followed.

Staffing - Chief referred to the NFPA standards for staffing and how it isn't effectively applicable for us to staff 4 firefighters at all times. Some discussion followed. He explained the "seasonal model" for staffing that we are using now and how it has been very effective. Director Anderson stated that LAFCO considers fire department staffing the same for paid or volunteer departments. Chief feels we are "meeting the spirit" of the NFPA standard. We have mutual aid to supplement the staff. Additional discussion followed.

Regarding potential annexations – Chief expressed his opinion that the County Fire areas we respond to would be best served if they were actually part of the Felton Fire District. He would propose that we look into this annexation for the areas indicated on the LAFCO mapping. Annexation would make call response easier and often less confusing, and save time at dispatch. Chief stated this change could be justified by responses to Garden of Eden alone. Director Crandell added his agreement and described past responses complicated by the current designations. Director Anderson stated the fees could run in the several thousands of dollars. Potentially this would be beneficial operationally and in the service to the public. He suggested the County might share in the fees. He also stated he felt LAFCO would approve the annexation. Director Crandell asked if this would be a one time fee, to which Director Anderson replied yes.

Director Foreman felt it would be a good move, and suggested looking into Transient Occupancy Tax (TOT) to cover the fees and potentially provide future income for us. Chief deferred to Director Anderson as to how to proceed with LAFCO. Director Anderson said it shouldn't be an issue as we are looking to expand the district according to the recommended sphere of influence.

Director Gellini asked about the costs, as we would not be seeing additional tax income from most of the area. Director Anderson responded he estimated three to four thousand minimum, and up to six or eight thousand maximum. He will get a better amount and email the Chief, who can then notify the other board members. Director Foreman reiterated that she feels it's important to pressure the County for TOT funds, as when we let up, we will "fall off the list". Chief stated he continues to press them.

Director Foreman asked about some of the call data in the report regarding auto-aid and vehicle accidents, to which Chief replied that those numbers are combined with the EMS responses.

Chief will approach the County regarding costs and Director Anderson will send more exact LAFCO fee costs to the Chief.

**7.2 Adopt Resolution 3-2021 supporting AB361 – conducting virtual board meetings during a declared state of emergency.**

Chief summarized the content of the bill and explained the need to adopt the resolution. He added that the board would need to adopt a resolution going forward each 30 days, to continue conducting remote meetings.

Director Ladd motioned to adopt Resolution 3-2021 to conduct virtual board meeting and Director Gelini Seconded.

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

Noes: none

Abstain: none

Absent: none

Motion carried.

**7.3 AT&T Lease renewal.**

Chief Gray asked the board members to review the lease and we will agendize for next month for action. Chief has gone back and forth several times with them to arrive at this current proposal. The rent would remain the same as current through 2027, with a 7.5% increase at the five years. The renewal term is 15 years.

**8.0 Approve paid vendor claims for the month of September 2021:** Board members reviewed the vendor claims in the amount of \$13,812.30. Director Anderson asked about the bill for to Green Solar for 2 refurbished Sunny Boys. Chief explained these are the inverter panels that will replace our inoperable ones. Our system is so dated they don't make parts for it any longer. Director Anderson asked about the bill for 5<sup>th</sup> Tuesday Dinner, to which Chief replied we have had to limit them this year due to COVID so this was staff only. Claims were approved as presented on motion by Director Anderson and seconded by Director Gelini.

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

Noes: none

Abstain: none

Absent: none

Motion carried.

**9.0 Closed Session: Station Manager MOU**

The regular meeting was ended at 7:34 and the board members went in to closed session.

**10.0 Reconvene Meeting:** The closed session ended at 7:59 and Director Foreman reopened the meeting.

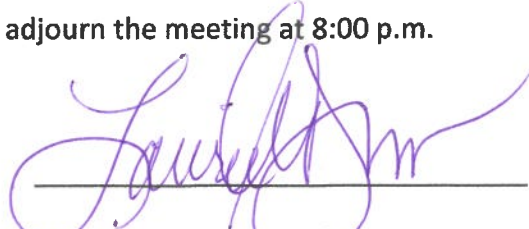
Reportable actions: There was nothing to report. The board will have a Special Meeting to continue discussion/ action on October 12, 2021.

**11.0 Set date for the next meeting:** The next Regular Meeting will be held on **Monday, November 01, 2021 at 6:00 P.M.** The meeting will be conducted remotely via Zoom.

**12.0 Adjourn:** Director Anderson motioned to adjourn the meeting at 8:00 p.m.

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Cyndi Foreman, Chairman



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Attest: Laurie Dennis, Secretary