



South Lake County Fire Protection District
— in cooperation with —
California Department of Forestry and Fire Protection

P.O. Box 1360 Middletown, CA 95461 - (707) 987-3089

BOARD OF DIRECTORS REGULAR MEETING MINUTES
Tuesday, September 19, 2023, at 7:00 p.m.
Located at the Middletown Fire Station Board Room,
21095 Highway 175, Middletown, CA 95461

1. *President Bostock called meeting to order at 7 p.m.*
2. *Chief Duncan led pledge of allegiance.*
3. *Present: Directors Matthew Stephenson, Madelyn Martinelli, and Stephanie Cline, Vice President Jim Comisky, and President Rob Bostock. Also present: Chief Paul Duncan, Board Clerk Gloria Fong.*
4. **CLINE/STEPHENSON MOTION** to approve agenda. *AYES: Martinelli, Comisky, Stephenson, Cline, Bostock. NOES: None. MOTION CARRIED.*
5. *Citizens' Input: Any person may speak for three (3) minutes about any subject of concern provided it is within the jurisdiction of the Board of Directors and is not already on the today's agenda. Total period is not to exceed fifteen (15) minutes, unless extended at the discretion of the Board.*

None.

6. Communications:

6.a. Fire Sirens

Chief Duncan reports there's nothing other than to keep them in your thoughts. One of their leadership had a medical issue. Director Martinelli suggested a card be sent by the Board.

6.b. Fire Safe Council: *Nothing to add to item in packet.*

6.c. Volunteer Association

Vice President Lanning reports there's potentially 6 to 7 new recruits and 3 completed driver operator class this past week.

6.d. Chief's Report

Chief Duncan read from report and adds equestrian/pedestrian trail from central park to casino is being started and fuels project with Cal Fire masticator in being done on both sides of highway. Another blessing is that we haven't been hit by any of those lightning strikes. Air curtain will be moved down on Highway 175.

6.e. Finance Report

Staff Services Analyst Fong informs the Board of the 645 parcels NBS recommended changes, 286 were updated. There's another 233 she's not comfortable changing without additional research. This is \$68,164.16 in 2022 dollars, and when increased is about \$80,000 for this fiscal year. For investment of \$30,000 audit cost, this nets about \$50,000 more this year and for future years.

6.f. Directors' activities report

Comisky reports with what has concluded is American Medical Response (AMR) contractual agreement, which is with legal now and stalled with no change with what he and Marcucci thought will be. Clearlake Environmental Research Center has federal/state funds available to assist properties for clearing brush, trees. He is attending in Sacramento the Fire Risk Management Services (FRMS) meeting on Monday. He spoke with Board President and has therapy dog in training he'll start bringing to next meeting. His name was thrown in the hat for advisory board to the governor, to represent state board of fire services.

Cline reports she also received appointment on committee for health care affordability act for the state, which advocates for health care workers and has been paying attention to forecast emails.

Stephenson has no activity to report other than work and attending games for kids.

Martinelli reports she and Bostock met for policy committee, with what is later on the agenda. She's happy to hear volunteers are doing haunted house at station 64. There have been meetings at station 64 with everything looking wonderful. She handled wire transfer for Ground Emergency Medical Transport (GEMT) program.

Bostock has nothing to report other meeting with Director Martinelli, and received several weeks ago PG&E battery after hearing his eligibility because he has CPAP.

7. Regular Items:

- 7.a. Consideration for first responder of life support agreement with Napa County AMR. Placed on the agenda by Chief Mike Marcucci.

Director Comisky feels this will be done by next month and that they fully anticipate having by next board meeting. Tabled to next month.

- 7.b. Consideration for surplus of old Engine 6011 1989 Ottawa License E209371 and authorization for Fire Chief or designee to release to highest bidder. Placed on the agenda by Chief Paul Duncan.

Chief Duncan informed Board old Engine 6011 is sitting in lot waiting to be surplus because it has blown motor. Once surplus it'll be put on Govdeals. He thanked Robert Lanning for getting it running and ready.

What's nice about Govdeals is it is bidder's responsibility to remove it and is required to make payment within require time.

STEPHENSON/MARTINELLI MOTION to approve 7b. **AYES:** Cline, Martinelli, Comisky, Stephenson, Bostock. **NOES:** None. **MOTION CARRIED.**

- 7.c. Consideration for recommendation to approve purchase of two new utility vehicles for \$95,000 each as presented by GMC Silvera. Placed on the agenda by Chief Paul Duncan on behalf of F&E Committee.

Chief Duncan informs the Board that this recommendation brought before for approval by Facilities and Equipment Committee. The committee and fleet manager are both happy with the vehicle.

The purpose of the purchase is to replace old Dodge and add one for battalion chief. The delivery is 4 to 6 months.

This is 4 door, 4 wheel, 1 ton base cost of \$65,000 and total after all items spec is \$95,000. There is enough in fire mitigation fee, which needs to be expended in 5 years or has to be returned.

STEPHENSON/MARTINELLI MOTION to approve 7c. AYES: Comisky, Martinelli, Stephenson, Cline, Bostock. NOES: None. **MOTION CARRIED.**

- 7.d. Consideration for acceptance of COVID Public Assistance Grants Program Award FEMA-4482-DR-CA, Cal OES ID: 033-91005 in amount of \$14,109.70 and approval for resolution designation of Fire Chief or Assistant Fire Chief as Applicant's Agent. Placed on the agenda by Staff Services Analyst Gloria Fong.

*Seeing there are no questions to information provided in packet, **COMISKY/CLINE MOTION** to approve 7d as submitted. AYES: Martinelli, Cline, Comisky, Stephenson, Bostock. NOES: None. **MOTION CARRIED.***

- 7.e. Discussion on Fire District Association of California (FDAC) white paper on history of fire protection district financing and need to find long-term solution to sustaining local government fire service agencies and appointment of director to be spokesperson for SLCFPD. Placed on the agenda by Director Jim Comisky.

Issue is this as fire district have been robbed last 40 years starting with ERAF shift in property tax to schools and again with couple of propositions where county board of supervisors deciding what went to sheriff and recreation district.

Fire mutual aid system, nothing against Cal Fire, with minimum campaign thing called unable to fill for apparatus and staff, that astronomically has gone up, meaning less fire engines going to fires than 10 years ago.

Fact paper to fix problem, where FDAC, Cal chiefs, etc, ask letter of support and assign someone when needed regarding this matter.

If we can get legislation past will absolutely affect fire district, and some that won't benefit from it.

White paper gets it through to the governor and legislature that we have issues. That they allowed and need to be fix it, which is what this white paper is for.

*Bostock nomination to appoint Jim Comisky. Board unanimously appointed Director Comisky in this role. AYES: Stephenson, Martinelli, Comisky, Cline, Bostock. NOES: None. **MOTION CARRIED.***

- 7.f. Consideration for Resolution No. 2023-24-04 A Resolution Transferring, Establishing and Appropriating Over-Realized / Unanticipated Revenues from Fire Mitigation Fees for Engine 6011. Placed on the agenda by Chief Paul Duncan.

This is for repair mostly to the foam system, multiple tanks broken that put us over. Resolution is to move funds out of mitigation to the budget for that equipment and put new engine in service.

CLINE/BOSTOCK MOTION to approve 7f. AYES: Martinelli, Stephenson, Cline, Comisky, Bostock. NOES: None. **MOTION CARRIED.**

- 7.g. Consideration for Resolution No. 2023-24-05 A Resolution Amending Resolution No. 2021-22-15 for Master Service Agreement with U.S. National Bank Association to Provide Travel Payment System Services for Statewide Travel Program. Placed on the agenda by Staff Services Analyst Gloria Fong.

This is changing it from Citibank to US Bank. US Bank is the same agency who we use for the District's credit card

Director Martinelli question why they ask so many questions. Similar to applying for credit card, the application will ask these types of questions.

The agreement is two years retroactive to July because the one with Citibank expired. This is a new agreement with US Bank.

CLINE/COMISKY MOTION to approve 7g as written. AYES: Martinelli, Comisky, Cline, Stephenson, Bostock. NOES: None. **MOTION CARRIED.**

- 7.h. Consideration for recommendation to approve Board of Directors Policy and Procedures Manual, presented Apr 19, 2022 meeting. Placed on the agenda by Policy Review Committee Directors Rob Bostock & Madelyn Martinelli.

President Bostock reports there is no major changes and is only grammatically, where same pay for attendance to include special and emergency meetings.

CLINE/STEPHENSON MOTION to approve 7h. AYES: Comisky, Stephenson, Cline, Martinelli, Bostock. NOES: None. **MOTION CARRIED.**

- 7.i. Consideration to find item is exempt from competitive bidding as it is not in the public's interest because of its unique nature and acceptance and authorization for Fire Chief or designee to execute Quote #323280 in amount of \$14,000 for Non Gas Fired Five (5)-Year Tower Inspection. Placed on the agenda by Chief Paul Duncan.

Our fire tower needs to be inspected. It was built in 2007 and never been inspected. The building inspector required inspection back when it was built where certain things needed be added because of height.

Director Cline is shocked with the \$14,000 price tag for inspection. Director Comisky he has never heard of them being inspected or is aware of. Tabled to next month for further clarification on the codes requiring inspection and what the inspection entails.

8. Consent Calendar Items: (Approval of consent calendar items are expected to be routine and non-controversial. They will be acted upon by the Board at one time without discussion. Any Board member may request that an item be removed from the consent calendar for discussion later.)

8.a. Meeting Minutes – August

8.b. Warrants – September

Director Martinelli asked about the golf ball hitting the window of the utility, but there is no amount listed, which is because it was covered by insurance. She is informed the cold plunge is a fitness item. Meat smoker put scents of smoke on meat and is used for large events and Station 60.

Director Martinelli is informed Chief Duncan receives these and he approved the purchase of the smoker.

CLINE/STEPHENSON MOTION to approve the consent calendar. **AYES:** Stephenson, Comisky, Cline, Martinelli, Bostock. **NOES:** None. **MOTION CARRIED.**

9. **CLINE/BOSTOCK MOTION** to adjourn meeting at 8:13 pm. All in attendance are in favor of motion.

*Respectfully submitted by
Karin Collett, Office Technician:*

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Karin Collett
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**READ AND APPROVED BY
ROB BOSTOCK, President – Board of Directors:**

DocuSigned by:
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