**Smartsville Fire Protection District**

**P.O. Box 354**

**Smartsville, CA 95977**

**Board of Directors:**

Larry Potter: Chairman

Rebekah Carlson: Vice-Chairman

Daniel Zuber: Secretary/Treasurer

**Regular Meeting Minutes**

Thursday May 14, 2020

6:30 p.m.

8459 Blue Gravel Road Smartsville, CA

I. Open Meeting/Standing Orders:

1. Call Meeting to Order: 6:37 p.m.
2. Roll Call: Director Zuber, Potter, Carlson, Chief Griffis, FF Lauderdale, FF Zamora, Clerk Gann; Public: Alicia and Faith Lyle were in attendance.

II. Public Comment: No public comment..

III. Minutes: ***Director Zuber motioned to approve the minutes from February as presented, Director Carlson 2nd the motion; 3 ayes; motion approved.***

IV: Treasurer’s Report:

1. Financial Report:
   1. District balances with County: 746: $114.007.59 balanced through February with Green Bars.
   2. Out of balance with Accounting; Clerk itemizing to find error(s).
2. Approval of Bills:
   1. ***March 2020: Warrant Sheet: Director Zuber motioned to approve the warrant sheet in the amount of $3,237.36; Director Carlson 2nd the motion, 3 ayes; motion passed.***
   2. ***March 2020: Wire Transfer-IRS: Director Carlson motioned to approve the warrant sheet in the amount of $538.84; Director Zuber 2nd the motion, 3 ayes; motion passed.***
   3. ***March 2020: Wire Transfer-EDD: Director Zuber motioned to approve the warrant sheet in the amount of $202.52; Director Carlson 2nd the motion, 3 ayes; motion passed.***
   4. ***March 2020: Warrant Sheet: Director Zuber motioned to approve the warrant sheet in the amount of $3,617.18; Director Carlson 2nd the motion, 3 ayes; motion passed.***
   5. ***April 2020: Warrant Sheet: Director Zuber motioned to approve the warrant sheet in the amount of $2,975.18; Director Carlson 2nd the motion, 3 ayes; motion passed.***
   6. ***April 2020: Wire Transfer-IRS: Director Zuber motioned to approve the warrant sheet in the amount of $480.86; Director Carlson 2nd the motion, 3 ayes; motion passed.***
   7. ***April 2020: Wire Transfer-EDD: Director Zuber motioned to approve the warrant sheet in the amount of $180.21; Director Carlson 2nd the motion, 3 ayes; motion passed.***
   8. ***April 2020: Warrant Sheet: Director Zuber motioned to approve the warrant sheet in the amount of $2,556.56; Director Carlson 2nd the motion, 3 ayes; motion passed.***
   9. ***April 2020: Warrant Sheet: Director Zuber motioned to approve the warrant sheet in the amount of $4,561.09; Director Carlson 2nd the motion, 3 ayes; motion passed.***
   10. ***April 2020: Wire Transfer-IRS: Director Carlson motioned to approve the warrant sheet in the amount of $576.22; Director Zuber 2nd the motion, 3 ayes; motion passed.***
   11. ***April 2020: Wire Transfer-EDD: Director Potter motioned to approve the warrant sheet in the amount of $212.79; Director Zuber 2nd the motion, 3 ayes; motion passed.***
3. Benefit Assessment: No update.

V. Discussion/Action Items:

1. Chief’s Report
   1. Call updates from the past 2 months review
   2. Volunteer update and discussion; FF Lauderdale back; BC W. Harrison has taken his full time job with CAL Fire and is no longer with the District.
   3. Contacted the Fire Academies for graduates that might be interested in the District
   4. Discussion regarding posting Volunteer needs and possible advertising; YubaNet, local newspaper, etc
   5. Discussion regarding current Volunteers and their drivers classification/endorsement; possible classes to assist the volunteers with getting endorsements
2. Operational budget: Discussion regarding the need for the Chief to be able to have a budget to spend, this is in regards to the current $500.00 cap on spending without consent from the Board.
3. Operational equipment purchases/replacement: Discussion regarding the need for equipment and the storage place for them.
4. Station renovations: Discussion regarding the possibilities of including sleeping quarters at the station.
5. Stipend changes: Discussion regarding the possibilities of increasing the stipend to encourage qualified Fire Fighters/Engineers work/volunteer at the District. Director Carlson asked about a “Pay-Per Call” payment; references North San Juan and their program.
6. Federal Grant to support Communications: Randy Fletcher contacted Yuba County about a $150,000 grant; but no clear understanding of what the “match” is. Some discussion regarding the possibilities of using the grant in combination with other districts. Chief Griffis to speak to Mr. Fletcher regarding the terms of the grant to upgrade handheld radios to update the current out of date ones.
7. Purchase of Station Weedeater: Director Carlson donated a weedeater to the station.
8. S.Griffis Contract: Discussion regarding the current status of the contract; Director Potter will present the document to his spouse for review and return the document.
9. MRG Report: Discussion regarding the report; no direct discussion; expressed needing to meet with Chief Griffis to discuss the document and making the requested updates.
10. Department Policies
    1. Update and Home Storage:
       1. Vehicle Take Home Policy: Discussion regarding mileage cards for take-home vehicles.
11. Rose Bar: No update.
12. Audit
    1. Policies
       1. Discussion: Audit is being worked on and expected to be turned in by May 30, 2020.
       2. Adoption
13. Surplus Equipment: See Chief’s Report.
14. Fee Ordinance:
    1. Mitigation Rates: No update.
    2. Fire Recovery USA: Discussion regarding; no action taken.

F. Monthly Meetings:

* 1. JPA: Negotiation Banner Communications; 1 year to 3 year agreement; tower at Collins Lake batteries needed to be replaced (reprogram repeaters to indicate low battery).
  2. YWFSC: Postponed.
  3. CM: No meeting.
  4. SCRFI: Pioneer Days Cancelled.
  5. SFFA(Smartsville Fire Fighters Association): No meeting.

VI. Correspondence: Amazon gift cards dropped off by an anonymous local; FF Lauderdale to post a thank you on Facebook.

VII. Good of the Order: To get a system for downloading/uploading reports. Directed Chief Griffis to research this and report back to the Board.

VIII. Adjournment:

8:40 pm