

LOCKWOOD FIRE PROTECTION DISTRICT
23141 Shake Ridge Road
Volcano, CA 95689
Minutes of Regular Meeting of the Board of Directors
April 30, 2018

1. Call to order and reading of the mission statement.

The meeting was called to order by President Jan Hewitt at 7: 00 p.m. and the Mission Statement read.

2. Establish quorum-roll call

Those in attendance were:

BOARD MEMBERS: President Jan Hewitt, Vice-President Cathy Koos-Breazeal, Director JoAnne McLachlan, and Director Kelly McGee. A quorum was established.

ADMINISTRATION MEMBERS: Tim Worny, Treasurer, Terry Bolyard, Secretary and Cal Fire Chief Robert Withrow.

PUBLIC ATTENDEES: Firefighter Randy Binz, Bob and Cookie Stevens, Marilyn Dillon, John and Carol Asmus, Jackie Vaughn, Sylvia Schofield, Glen Plant, Herb Goldblum, Charlie and Coleen Tinney, Kathy Winnie, Jolene Mittelstadt, Dan and Brandon McGee, Sabrina Guzman, Tom Rees, Debbie Edwards and her husband (apologies, I didn't get his name), Jim and Tina Darnell and Cal Fire Battalion Chief Blakenheim.

3. Public Comments: None

4. Discussion/Action Items:

4a) Discuss Options for Selling Trailer:

JoAnne McLachlan reported that the owner of the J&H Wholesale, on Hwy 49, is willing to oversee the selling of the trailer located at Station 151 if the trailer is brought to her lot. This will be a consignment sale. Discussion was had as to a minimum price acceptable for the sale of the trailer.

JoAnne McLachlan moved to explore the option of selling the trailer through J&H Whole sale for a minimum price of \$18,000 and if not sold within 60 days, this option will be re-evaluated. Cathy Koos Breazeal seconded. The motion passed unanimously.

4b) Discuss Development of Standard Rental Agreement for LFPD Buildings:

Tim Worny mentioned he felt the current Standard Rental Agreement for the LFPD Buildings was confusing. He suggested if the LFPD Board does in fact wish to rent out the buildings, the Agreement needs to be reformatted. After further discussion, the Board asked Tim to redraft the rental agreement and submit it to the Board for review and approval.

No action taken at this time.

4c) Separate Tracking for Mitigation Fund for Water Tanks per LAFCO:

Cathy Koos Breazeal reported she reviewed the policies of LAFCO funds being used to maintain water tanks and water tenders. She felt a separate fund should be set up. Tim Worny stated he didn't feel a totally separate account needed to be set up strictly for these funds. Cathy will speak with LAFCO and Tim will talk to the County regarding this matter.

No action taken at this time.

4d) Cal Fire Annual Local Operating Agreement:

Cal Fire Chief Rob Withrow briefly went over the Cal Fire Annual Local Operating Agreement and if approved by the Board, asked that President Jan Hewitt sign the Agreement.

JoAnne McLachlan moved the Agreement be accepted by the Board. Kelly McGee seconded. The motion passed unanimously.

5. Discussion:

5a) Review Updated OPM

JoAnne McLachlan went through the OPM and advised the Board, and all other attendees, of the updates made. The updates were met with unanimous approval and a big thanks to JoAnne for all her hard work.

5b) Build Out Options

Kelly McGee reported on three possible options for the build out of Station 151. She asked that anyone (including the citizens of the community) please email her with ideas of what they feel is needed/wanted to improve Station 151. She will keep the Board apprised of the input and ideas she receives.

Webmaster Jackie Vaughn will post on the website for the people in the community to submit their ideas.

6. Approval of Minutes from Regular Meeting of March 26, 2018.

JoAnne McLachlan moved the Minutes of the March 26, 2018 Board meeting be approved as submitted. Cathy Koos Breazeal seconded. The motion passed unanimously.

7. Treasurer's Report: Tim briefly went over the treasurer's report. Jolene Mittelstadt asked whether or not a loan was used to purchase the trailer. Tim explained that a \$55,000 loan was secured for the build out of Station 151 and \$24,000 of that loan was used to purchase the trailer. Once the trailer is sold, those funds will be redeposited to the loan amount still being held for the build out.

Tim asked Chief Withrow if the funds from the 50/50 Grant were still needed to purchase wildland turnouts as LFPD has only one volunteer at this time. The Chief assured Tim those funds were necessary to purchase appropriate/safe turnouts. Tim and the Chief will discuss this further.

8. Chief's Report:

Calls: Time Period of March 26 through April 30, 2018 – 16 calls. Average response time 14 minutes.

Training: LFPD volunteer Randy Binz has attended several training courses and continues to train.

Amador Fire Chief's Association Meeting Report: Chief Withrow reported that review of the County Reponse Plans were the main focus of the Chief's Association meeting.

He also asked if the newsletter "Smoke Signals" could be reinstated. This matter will be further looked into with Jackie Vaughn.

Chief Withrow reported that with the wildfire season fast approaching, the Dew Drop station will be staffed with three, rather than two, firefighters.

Equipment Repair or Replacement Report: Station 152 is being cleaned up. Weed eating has been done and the old barn is being cleaned out.

Chief Withrow reported there is some need for SCBA'S and EMS gear. He will discuss this with Tim Worny.

The tires for the water tender #6540 have been replaced. The LFPD Auxiliary has generously offered to pay for the tires.

9. Committee Reports:

Grant Committee: Nothing new to report

Fiscal and Planning Committee: The committee will meet shortly to start on the 2018/2019 budget.

Policies and Procedures Committee: Covered above.

Building and Maintenance Committee: Covered above.

Fire and Safety Committee: Nothing new to report

Communications and Outreach: Nothing new to report

10. Auxiliary Report: Auxiliary Co-president Marilyn Dillon reported the auxiliary will be holding a Complimentary Pancake Breakfast on June 2. There will be no charge for the breakfast. The Auxiliary wishes to thank the community for all their support over the years at the various fundraisers.

11. 8:35 p.m. At this time, President Jan Hewitt dismissed the public and the Board went into closed session.

8:54 p.m. The closed session adjourned and the public reconvened.

Jan Hewitt advised the public the Board had met and there was no reportable action taken.

12. Adjournment: Joanne McLachlan moved the meeting be adjourned. Kelly McGee seconded. The meeting was adjourned at 8:55 p.m.

13. Next Regular Board Meeting: June 4, 2018 at 7:00 p.m.