

LOCKWOOD FIRE PROTECTION DISTRICT

23141 Shake Ridge Road

Volcano, CA 95689

Minutes of Regular Meeting of the Board of Directors

January 25, 2021

6:00 p.m.

DUE TO THE GOVERNOR'S EXECUTIVE ORDER N-25-20, THE LOCKWOOD FIRE BOARD OF DIRECTORS CONDUCTED ITS MEETING REMOTELY USING ZOOM.US

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

The meeting was called to order by President Jan Hewitt at 6:09 p.m.

2. Establish quorum-roll call

Those in attendance were:

BOARD MEMBERS: President Jan Hewitt, Vice President Joanne McLachlan, Director Don Dowell, Director Kelly McGee, and Director Cookie Stevens. A quorum was established.

ADMINISTRATION MEMBERS: Tim Worny, Treasurer, Terry Bolyard, Secretary, CAL FIRE Assistant Chief Rob Withrow, and Webmaster Jackie Vaughn

PUBLIC ATTENDEES: Dane Wadle from CSDA

3. Public Comments: Mr. Wadle from CSDA spoke briefly on what CSDA is working on for special districts such as LFPD. A few matters are:

- Getting financial assistance to special districts with regard to COVID 19
- Changing deadlines for property taxes
- Impact fees
- Training resources
- Webinar on Wednesday, January 27, 2021

4. Closed Session: No closed session was held.

5. Action Items: Jan Hewitt asked to invoke the Brown Act in order to add an agenda action item. Cookie Stevens moved the Brown Act be invoked and an action item be added to the Agenda. Don Dowell seconded. The motion passed unanimously.

(Added Agenda Action Item) Approve Expenditure Of Up To \$1200 For Recruitment Mailer. Jackie Vaughn reported she and CAL FIRE Assistant Chief Rob Withrow discussed the need for reaching out to the community for volunteers for Lockwood Fire Protection District. It is felt a mailer sent to all residents would be the most effective way to reach people and express the need for volunteers for LFPD. Jackie spoke with Condrashoff Fabricators regarding this project. The cost would be between \$1000 and \$1200 to produce the mailers and postage to send them out.

Joanne McLachlan moved to spend up to \$1200 for recruiting mailers to be printed and sent to the Amador Community. Cookie Stevens seconded. The motion passed unanimously.

5a) Purchase 12 SCBA's (approximate cost \$6000 each). These Would Be Compatible with CAL FIRE Units And Have A 10 – 15 Year Life Span

Rob reported the SCBA's now being used by LFPD are about to expire and be non-compliant.

Joanne McLachlan moved LFPD purchase 12 SCBA's. Kelly McGee seconded. The motion passed unanimously.

5b) Approve Bid From Dave Bunfill Paving For Sealant Work

Cookie Stevens reported that the new asphalt at Station 151 is now ready for sealing. Dave Bunfill Paving quoted the cost for sealing the new asphalt would be \$2800.

Jan Hewitt moved the bid from Dave Bunfill Paving be accepted and approve the \$2800 for sealing the asphalt at Station 151. Kelly McGee seconded. The motion passed unanimously.

6. Discussion Items:

6a) At Chief Withrow's suggestion: Hire One Of LFPD's Volunteers As A Full-Time (M-F 8-5) Firefighter To Be Staffed At The LFPD Stations.

Rob addressed the Board with an idea of having a volunteer firefighter “staff” LFPD Stations 151 and 152 (rotating between the two stations) five days a week 8 am to 5 pm. He suggested offering this position to a LFPD volunteer who would like to make firefighting a career. Perhaps paying the cost of community college courses in firefighting and at the end get a commitment that the firefighter would serve at LFPD for two years after completing the educational and training courses. It is thought perhaps this could be a stipend position rather than employee position. The Board and Rob will do further research and re-address this matter at the February Board meeting.

6b) Offer One Of LFPD Fire Stations As A Vaccination Site If Amador Public Health Would Like To Partner With Lockwood.

Jan suggested LFPD offer one of the stations as a vaccination site for the COVID vaccine to be distributed. Further research needs to be done regarding the County Health Department being open to that suggestion and getting volunteers to help with traffic control and whatever other duties would need to be done as well as health care providers coming up-country to administer the vaccine. This matter will be re-addressed.

6c) Update On Cement Repair Work Needed At Station 151

Cookie reported she spoke with Josh Hill of Hills Brothers Concrete regarding replacing the cement aprons at Station 151 now that the asphalt project is complete. The bid Cookie received was for \$28,756.00.

Discussion regarding how to cut the cost down included perhaps the demolition being done by LFPD. Rob will work with Cookie on suggestions of getting the cost down and they

will take their thoughts to Hills Brothers and ask for an adjusted bid. This matter will be re-addressed.

7. Approval of Minutes from Regular Meeting Of November 23, 2020.

Cookie Stevens moved the Minutes of the LFPD Board Meeting held on November 23, 2020 be approved. Joanne McLachlan seconded. The motion passed unanimously.

8. Treasurer's Report: Tim Worny briefly went over the Treasurer's Report. He stated he had not received the County's report for December but in November, LFPD received \$12,000 in Measure M Funds and \$15,000 from equipment rental to CAL FIRE.

9. Chief's Report:

- Calls: December there were 17 calls – 11 Medical Aid
2 Miscellaneous Fire
1 Hazardous Condition
3 Public Assist
- With the upcoming anticipated storm, Rob has brought in additional CAL FIRE personnel to support LFPD personnel
- Training is ongoing
- Randy Binz and Kris Morris are attending additional classes outside of normal training

10. Committee Reports:

Grant Committee: Don Dowell reported the AFG 2020 is being prepared. It is due February 12 and the focus is to purchase a smaller water tender that would have easier access to more remote properties.

Fiscal and Planning Committee: Joanne and Tim will meet once they receive the December report from the County

Policies and Procedures Committee: Nothing new to report. The committee will meet should a stipend firefighter be scheduled for staffing the fire stations full-time.

Building and Maintenance Committee: Kelly McGee reported the cabinets are done, just waiting on the doors. She suggested the possibility of hiring a licensed plumber for the plumbing work that needs to be done. Rob stated he knew of a licensed plumber and would reach out to him.

Joanne reported the reconveyance of the properties is near completion

Communications and Outreach: Jackie Vaughn covered the recruiting mailer above.

Disaster Preparedness Ad Hoc Committee: Don reported this committee will meet once he learns of the outcome for the OES Grant.

11. Auxiliary Report: LFPD Auxiliary Secretary/Treasurer Terry Bolyard reported the Auxiliary is planning a pancake breakfast/safety faire the first weekend in June. The Auxiliary received over \$3400 for Giving Tuesday and continues to receive donations from the residents in the community. The Auxiliary is hoping to be able to start planning fundraising events in the near future.

12. Next Regular Board Meeting: February 22, 2021 at 6:00 p.m.

13. Adjournment: Joanne McLachlan moved to adjourn the meeting. Cookie Stevens seconded. The meeting adjourned at 7:51 p.m.