

LOCKWOOD FIRE PROTECTION DISTRICT
23141 Shake Ridge Road
Volcano, CA 95689
Minutes of Regular Meeting of the Board of Directors
July 22, 2019
6:00 p.m.

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

The meeting was called to order by President Jan Hewitt at 6:04 p.m. and the Mission Statement read.

2. Establish quorum-roll call

Those in attendance were:

BOARD MEMBERS: President Jan Hewitt, Director Cathy Koos, Director Cookie Stevens, and Director Kelly McGee. A quorum was established.

Absent: Vice President Joanne McLachlan,

ADMINISTRATION MEMBERS: Terry Bolyard, Secretary and Chief Rob Withrow.

Absent: Tim Worny, Treasurer

PUBLIC ATTENDEES: LFPD Firefighters Randy Binz and Jim Darnell, Tom and Debra Abrams, Jeff and Marilyn Dillon, Dan McGee, Sylvia Schofield, Herb Goldblum, and Cal Fire Office Technician Crystal King

3. Public Comments: None

4. Closed Session: No closed session was held.

5. Discussion/Action Items:

5a) Approval of 2020 Budget. The 2020 Budget was reviewed by all Board members. Cathy Koos made a motion the 2020 Budget be approved as submitted. Cookie Stevens seconded. The motion passed with 4 yeas and 1 absent. NOTE: Joanne McLachlan did submit a proxy vote approving the 2020 Budget.

5b) Approve and Sign Form From Elections Office Entitled “Resolution of Consolidation and Request of Consolidation With The November 5, 2019 Election”. Jan Hewitt read the resolution. Cathy Koos made a motion this matter be approved. Cookie Stevens seconded. The motion passed with 4 yeas and 1 absent.

5c) Approve Up To \$20,000 Expenditure to Purchase Used Type VI Wildland Fire Engine. Jan read a memo from Treasurer Tim Worny stating LFPD had the funds to purchase a Type VI engine. Chief Withrow discussed the possibility of purchasing this vehicle out-of-the-area which could cost a bit more. He stated once a vehicle was located, he would send two HEMS (mechanics) to go over it. Dan McGee brought up emission laws and Chief Withrow assured the Board the vehicle would be completely compliant before bringing it “home.”

Kelly McGee made a motion to approve up to \$20,000 to purchase a Type VI engine. Cookie Stevens seconded. The motion passed with 4 yeas and 1 absent.

5d) Alter Board Meeting Schedule – Now Meets Monthly. After a brief discussion, it was in unanimous agreement the board meeting schedule will remain as is. The Board meets every fourth Monday of the Month.

5e) Acquire Fire Danger Signs or Posting at Station 151 and Station 152. Chief Rob passed out pictures of what the fire signs would look like. At that time, Jan Hewitt advised the Board that the LFPD Auxiliary had voted to pay for the signs. Chief Withrow will place the order.

6. Discussion Items:

Counter Tops for Station 152. Chief Withrow advised the Board that Firefighter Randy Binz was able to get a stainless steel counter top fabricated for Station 152 for the cost of \$1000. He and Firefighter Jim Darnell would install the counter top. Auxiliary Co-President Marilyn Dillon advised the Board the Auxiliary had voted to pay for the counter top. Randy will move forward in getting the counter top ordered.

7a). Approval of Minutes from Regular Meeting of May 20, 2019.

Cathy Koos made a motion the May 20, 2019 Minutes be approved as submitted. Cookie Stevens seconded. The motion passed with 3 yeas, 1 absent, and 1 abstain.

7b). Approval of Minutes from Regular Meeting of June 24, 2019.

Cathy Koos made a motion the June 24, 2019 Minutes be approved as submitted. Cookie Stevens seconded. The motion passed with 3 yeas, 1 absent, and 1 abstain.

8. Treasurer's Report: The Treasurer's Report was accepted as submitted.

9. Chief's Report:

- Squad #6546 is in for air pressure repair. This work is under warranty
- Lexipol is getting underway. A copy of the LFPD's OPM has been submitted
- LFPD has a new volunteer getting ready to start his training. His name is Nick Messer. Another possible volunteer has contacted Chief Withrow. He will keep the Board informed
- Calls: 13 in the month of June – 8 medical aids out of Station 151, 3 medical aids out of Station 152; 1 public assist out of Station 151; 1 vegetation fire out of Station 151
- Firefighter Jim Darnell has completed training and is now certified to operate equipment
- No Cal Fire charges to LFPD for staffing
- Nothing new to report on Fire Chief's meeting
- Nothing new to report on Training Officer's meeting

10. Committee Reports:

Grant Committee: 50/50 Grant has been submitted. Awaiting word on approval. Items

requested: personal protective equipment and radios

Fiscal and Planning Committee: 2020 Budget approved

Policies and Procedures Committee: Lexipol getting underway

Building and Maintenance Committee: Kelly McGee reported Supervisor Brian Oneto advised there are funds set aside for paving at Station 151. He has asked what size area and location of paving being required. Chief Withrow stated Cal Fire has the equipment and manpower to grade and spread roadbase at Station 151.

Kelly McGee went over estimated costs to move forward with the remodel at Station 151.

Fire and Safety Committee: Nothing new to report

Communications and Outreach: Chief Withrow said he would like to hold another Townhall meeting next spring in the Lockwood Community.

11. Auxiliary Report: Co-President Marilyn Dillon thanked Firefighter Randy Binz for getting the new counter top arranged for Station 152.

October 5, 2019 will be the Bells-Across-America ceremony at Station 151.

October 12, 2019 will be the LFPD Auxiliary's annual firehouse concert.

Terry Bolyard advised of a generous donation received again this year from Bob and Diana Piety.

Marilyn Dillon showed the Board a beautiful plaque the auxiliary purchased to commemorate past LFPD volunteers. There is a committee working on getting names and those names will be engraved on small nameplates and added to the plaque.

Co-President Sylvia Schofield thanked Chief Withrow for allowing his daughter Holly to participate at the Cannonball Run parade as the Honorary Auxiliary member. Holly collected \$100 in the fill-the-boot donations.

At this time Chief Withrow introduced Cal Fire Office Tech Crystal King. She will be working with Cal Fire and helping with LFPD administration duties.

12. Next Regular Board Meeting: August 26, 2019 at 6:00 p.m.

13. Adjournment: Cookie Stevens moved to adjourn the meeting. Cathy Koos seconded. The meeting adjourned at 7:09 p.m.