



Weaverville Fire District

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MINUTES

WEAVERVILLE FIRE PROTECTION DISTRICT

Regular Meeting – October 2, 2018

- I. **CALL TO ORDER:** The Regular Meeting of the Weaverville Fire Protection District was called to order by Chairman, Larry Helsley at 1002 hours. Commissioners present: Larry Helsley, Bill Britton, Rick Wetzel, George Owen, and Bill Fischer. Commissioners Absent: None. Others present: Firefighter Jordan Hamilton, Assistant Chief Henry Boorman, Fire Chief Todd Corbett, and Administrative Officer Serena Brown.
- II. **CONSENT AGENDA:** All matters listed under Consent Agenda are considered routine by the board and will be enacted by one vote. If discussion is desired, that item will be removed from the consent Agenda and will be considered separately.
 - a. Approve Regular Meeting Minutes September
 - b. Approve Warrant List/Check List and Journal Entries – Morgan Stanley
 - c. Budget Transfer – At the request of Commissioner Fischer the item was removed from consent agenda and placed as an action/discussion item to be discussed separately.
MSC Britton/Owen to approve the Consent Agenda as presented.
- III. **CLOSED SESSION:** (Section 54957.b)
 - a. Personnel – Administrative Officer Performance Review

Open: 1012 hours

Closed: 1025 hours

Report from: The Board reviewed and excepted the performance review.
- IV. **Action Items**
 - a. **Discuss/ Approve: Changes with the Morgan Stanley account and banking alternatives -**
Admin Officer Brown gave a brief review and timeline of events leading to this Action Item. On September 12, 2018 Admin Officer Brown received correspondence, from a previous Morgan Stanley account manager, stating that Morgan Stanley would not be managing Government Entity accounts in the future. After several emails with multiple individuals there is still some confusion what changes Morgan Stanley will be doing and when. No official correspondence has been received, from Morgan Stanley, that we need to close our accounts. The Finance Committee was tasked with reviewing the correspondence and looking into other banking/investing options.
Table to next month
 - b. **Discuss/Approve: Water tender payment –**
Administrative Officer Brown reminded the Commissioners that the first payment for the Water Tender is due in December. The minimum payment due is \$16,726.68. The District has \$98,129.14 in the Apparatus Fund to put towards the Water Tender payment.
MSC Britton/Owen to approve a payment of \$50,000 in December
 - c. **Discuss/Approve: Recruitment and Retention plan**
Tabled to next month

d. Discuss/Approved: Budget transfer

The Firefighter Reserve Salaries Fund has been completely depleted of funds.

MSC Fischer/Britton to approve the budget transfer of \$50,000 to the Reserve Salaries Fund.

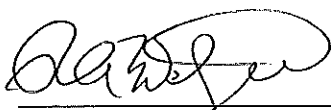
V. DEPARTMENT AND BUSINESS REPORTS

- a. Hazardous Reduction Progress Report – Chief Corbett reported on the RCD funded Lance Gulch project. Which is a 25-foot-wide fuel break. We have completed roughly 2 miles. Britton asked for photos of the project at the next meeting. Chief Corbett also reported that we will be submitting our Title III funding request by Nov 6th.
- b. Fire Chief's Report: Chief Corbett has been doing some Title III research. Working with the County on the marijuana ordinance making sure it is following fire codes. New garage doors are installed. He did a fire training with the Office of Ed. At the Fire Chief's meeting they talked about cannabis, and PG&E did a presentation about future changes in legislation. New laws are forcing parameters for shutting down power during winds, trying to set up warning systems, installing weather stations, and live monitoring center. EVOG was held this past week, Captain Brown helped teach the classroom portion and all Captains helped with the obstacle course. Owen commended the department on doing the training. We now have File of Life magnets. Appreciation was verbalized to Admin Officer Brown for working on it. Chief Corbett had lunch at the Golden Age Center to pass some out. Some Station maintenance has been completed including fixing a water leak and fixing the urinals in men's restroom. Our next project is looking to update the electrical system including hooking the HVAC to the generator and new lights in the bay. He has officially submitted his paperwork to ROSS to be a Strike Team Leader.
- c. Fire Department Report: No report
- d. Sleeper Program Report: Firefighters Richard Miller and Mahon Cleveland have been working and staying here. They have been helping with some of the station duties.
- e. Committee Reports
 - i. Recruitment Committee: (Britton, Helsley, Corbett) We have a new tablecloth and banner. Appreciation shown to Captain Pierce and Admin Officer Brown for working on it.
 - ii. Collections Committee: (Owen, S. Brown) No out of District calls that can be billed. Cal Fire is going to try to handle more of the Junction City calls. Junction City Volunteers have increased their membership and should start running more calls. Down river has also increased their membership.
 - iii. Contract Committee: (Britton, Wetzel, Corbett, S. Brown) Going to meet soon.
 - iv. Budget/Financial Committee: (Helsley, Fischer, Corbett, Kormeier, S. Brown) No report
 - v. Policy Committee: (Britton, Wetzel, S. Brown) No report
- f. Director Reports – No report

VI. PUBLIC COMMENT: None

VII. CORRESPONDENCE: None

VIII. ADJOURNMENT - There being no further business, the meeting was adjourned at 1115 hours.



Larry Helsley, Chairman



Serena Brown, Administrative Officer