

BOULDER CREEK FIRE PROTECTION DISTRICT
MINUTES OF
BOARD OF DIRECTORS
MEETING
June 14, 2016

1.0 Call to Order

The regular meeting of the Board of Directors of the Boulder Creek Fire Protection District was called to order by Chairman Rogers at the Boulder Creek Fire District Office on Tuesday, June 14, 2016 at 9:00 a.m. Present were Chairman Rogers, Director Currier, Director Locatelli, Director Presswood, Director Robustelli, Chief McClish, Secretary Johnson. Auditor Don Cole arrived at 9:45.

2.0 Consideration of Late Additions or Corrections to the Agenda: None

3.0 Oral Communications: None

4.0 Approval of Minutes of Regular Board Meeting of May 24, 2016

Motion made by Dir. Presswood and seconded by Dir. Robustelli to approve Minutes of May 24, 2016 as presented. The vote was unanimous.

5.0 Approval/Payment of Bills

Motion made by Dir. Robustelli and seconded by Dir. Presswood to approve the Bill List in the amount of \$81,375.86. This included \$21,419.53 for payroll, \$12,536.44 in bills to be paid and \$47,419.89 in bills already paid. The vote was unanimous.

6.0 Correspondence: None

7.0 Unfinished Business

.01 Other Revenue for Capital Improvements

Tess Fitzgerald was not present, due to being on vacation, but she sent several documents for the Board's information, including a draft resolution ordering an election, requesting County Elections to conduct the election, and requesting consolidation of the election. The attorney will write the 75 word ballot question to be included in the resolution.

After much discussion, motion made by Dir. Robustelli and seconded by Dir. Locatelli to set the rate of tax on the measure at \$35 per parcel per year plus CPI for 30 years, and directing the Chief to come back at the next meeting with a resolution. The vote was four to zero, with Dir. Presswood abstaining.

- .04 Since Auditor Don Cole was present, Chairman Rogers moved item .04 up on the Agenda. Mr. Cole distributed copies of the Financial Statement for year ending June 30, 2015. He and the Board went over the statements. Motion made by Dir. Presswood and seconded by Dir. Currier to accept the auditor's financial statements for fiscal year 2104-2105. The vote was unanimous. Board thanked Mr. Cole for coming and for his work.

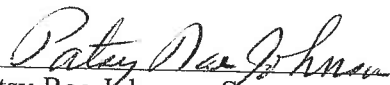
- .02 Surplus Property – Quitclaim APN 081-0331-02
Chief McClish stated another small parcel was discovered in the same area as the other parcels the District quitclaimed to the Woods. Due to the square footage of the small parcel it may not be necessary to go through the whole process.
- .03 Approval of Resolution 16-02, Resolution to Refund Bid Amount of Surplus Property APN 081-331-01 and 081-183-08
Chief McClish reported the quitclaim is done. The resolution refunds \$1499.00 to Mr. and Mrs. Wood and makes them responsible for any quitclaim expenses. Motion made by Dir. Robustelli and seconded by Dir. Presswood to approve Resolution 16-02, Resolution to Refund Bid Amount of Surplus Property APN 081-331-01 and 081-183-08. The vote was unanimous.
- .05 Potential Hiring of Second Administrative Secretary
Chief McClish stated the interviews have been completed and he recommends hiring Pearl Vickers. The Board directed the Chief to proceed with hiring Ms. Vickers with \$18 per hour, with a six-month probation. She would begin in the new fiscal year.

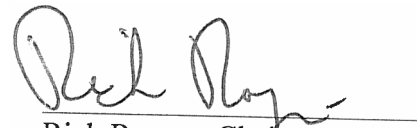
8.0 New Business: None

9.0 Chief's Report

- a. Administration
 - .01 There are no updates on grant writers or helmet cam/social media policy.
- b. Operations
 - .01 Two firefighter candidates completed physical agility test and line interviews.
 - .02 Firefighter Alex Luera has been reinstated and is living upstairs. Firefighter Ben Slaughter has moved into the station for a total of four live-ins.
- c. Maintenance
 - .01 Seismic Upgrade – Final punch list is in process of being completed. The apparatus bay door started making a loud noise when being raised. It was determined the door had a faulty drum, which has been ordered. Until the door is repaired all apparatus will remain outside. Grinding of floors is complete. Painting in hall and apparatus bay ceiling completed. Painting has started on exterior. Hand railings have been installed. Landscaping and irrigation system completed for first section. Many people spent many volunteer hours to complete the first section.
 - .02 Termite treatment of office and main station is complete. Inspection under the office (did not have access before) is complete and treatment is scheduled.
 - .03 Inspection of solar panels was completed after finding one discolored panel.
 - .04 There is no update on the station electrical review.
- d. Other
 - .01 Chief attended the following meetings – audit review with Presswood and Locatelli; met with County Elections personnel for upcoming election; Netcom Task Team; EMSIA; Fire Safe Council; District Council; Fire Prevention Officers and Standards; (2) Seismic Construction; Fire Prevention Officers; BCFD Officers; and (2) BCFD Board meetings.
 - .02 Provided station tour to local Cub Scout group; provided engine for BCE carnival; attended Chiefs' night with the Intern Program and Intern graduation; presented scholarship at SLV High School; attended practice and actual agility tests; and attended annual STEN refresher class.

- .03 Chief scheduled interviews for Administrative Secretary with outside panel and completed final round of interviews.
 - .04 He completed underground and rough inspections of 12310 Lorenzo Avenue; initial and final defensible space inspections of 310 Mustang Mesa; final inspection of 580 Redwood, and Business inspection of Camp Harmon.
 - .05 Chief scheduled election equipment drop off and pick up for June 7th.
 - .06 There is no update on Facilities Planning Committee.
11. Adjournment to Closed Session
- .01 Fire Chief's Performance Review
 - .02 Personnel Matters
12. Reconvene to Open Session to report any actions taken.
- .01 Motion was made by Dir. Locatelli and seconded by Dir. Currier to extend the Chief's current contract for two months. The vote was unanimous.
13. There being no further business, the meeting was adjourned at 11:25 a.m.


Patsy Rae Johnson, Secretary


Rick Rogers, Chairman