

San Miguel Consolidated Fire Protection District
Regular Meeting of the Board of Directors
August 12, 2015

Minutes

President Kiel called the meeting to order at 6:00pm.

Board Members Present: Directors Ek, Kiel, McKenna, McMillan and Rickards

Board Member Absent: Directors Johnston and Vacio

Staff Present: Fire Chief Chaney, Administrative Officer/CFO O'Dell, Battalion Chiefs Fouts and Hunt, Deputy Fire Marshal Tony Morgan, Accounting Specialist Valerie Morgan, Administrative Assistant Roos and Logistics Coordinator Camarena

Approval of Agenda: By Board consensus, the Agenda was approved with the following changes: move Item #5 off the Consent Agenda to the Action Agenda; Table Item #9 to a future Regular Meeting.

The Agenda for the Regular Board Meeting of August 12, 2015, was posted at District Headquarters on Friday, August 7, 2015, at 5:00pm.

Pledge of Allegiance: Director McMillan led the Pledge of Allegiance.

Public Communications: Mike Good, representing the San Miguel Firefighters Charitable Foundation, spoke under General Comments about the Foundation's activities. He requested an item be placed on a future agenda to discuss continuing to allow the storage of an old Crown fire engine at Station 16/66.

District resident, Charlene Ayers, addressed the Board under General Comments regarding permits for the Pepper Drive Station 19/69 Apparatus Bay construction contract.

CLOSED SESSION ITEMS

President Kiel adjourned the meeting to Closed Session at 5:35pm. Director McKenna recused herself from Closed Session.

1. Closed Session -- Liability Claim
(Section 54956.95 of the Government Code)
Claimant: Paul Vircsik
Agency Claimed Against: San Miguel Consolidated Fire Protection District

Reconvene to Open Session: President Kiel reconvened the meeting to Open Session at 5:43pm.

CONSENT AGENDA ITEMS:

Upon a motion by Director Rickards, second by Director Ek, and vote (Ek, Kiel, McKenna, McMillan, and Rickards in favor; Johnston and Vacio absent), the Consent Agenda was approved:

2. Approve the Minutes: Regular Meeting of July 8, 2015.
3. Approve Board Member Stipend Payments.
4. Credit Card Expenditures Review – The Board of Directors will review credit card expenditures of the Fire Chief and Administrative Officer/CFO.
6. Receive and File Quarterly Investment Report in Accordance with California Government Code.

INTRODUCTIONS:

7. Employee Introduction – Fire Chief Chaney introduced newly hired Accounting Specialist, Valerie Morgan.

ACTION AGENDA ITEMS:

5. Resolution 15-11 – Upon a motion by Director McMillan, second by Director Rickards, and vote (Ek, Kiel, McMillan, and Rickards in favor; McKenna abstain; Johnston and Vacio absent), Resolution 15-11 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Relating to the Industrial Disability Retirement of Engineer Paul Vircsik, was approved.
8. Pepper Drive Bid Award – Battalion Chief Hunt addressed the Board and provided handouts on the cost breakdown regarding the construction of the Station 19/69 Apparatus Building, one with Hunter Steel Construction items covered in the bid and the other handout with additional costs not included in the Hunter Steel Construction bid. Director McMillan asked that the minutes reflect his statement that the Board of Directors had been told the purchase of the Pepper Drive property was to better serve the constituents in Bostonia and the Board had been assured by Staff that it was independent of any funding. Upon a motion by Director McMillan, second by Director Rickards, and vote (Ek, Kiel, McKenna, McMillan, and Rickards in favor; Johnston and Vacio absent), to award the construction contract to Hunter Steel Construction, was approved.
10. Vehicle Purchase – Upon a motion by Director Kiel, second by Director McMillan, and vote (Ek, Kiel, McMillan, and Rickards in favor; McKenna opposed; Johnston and Vacio absent), to place \$40,000 into the Vehicle Replacement Budget and authorize the purchase of a new chief officer vehicle from the State of California, Department of General Services, Fleet Vehicles – Trucks contract, for approximately \$32,595, was approved.

INFORMATIONAL AGENDA ITEMS:

11. CSA 115 – Fire Chief Chaney provided a brief update on CSA 115.

12. Reports:

- a. Committee Reports: Director Rickards reported CSA 69 is considering the purchase of vests for Tactical Medics, and will be placing that on their next meeting agenda.

Director McMillan reported the next Finance Committee meeting will be moved from the Regular Meeting of August 18 at 9:30am to a Special Meeting on August 25 at 10:00am. He also recapped items discussed by the Finance Committee.

- b. Directors Reports: Director McKenna requested an update on evacuation routes for Millar Ranch Road and Fowler Canyon. Fire Chief Chaney reported that Deputy Fire Marshal Tony Morgan researched and has provided a link to reports assessing the evacuation routes. Director McKenna asked that Staff be assigned to inquire about using utility company roads as fire access and evacuation routes.
- c. Monthly Activity Report: Fire Chief Chaney noted there was nothing additional to report. Director McKenna requested the total number of runs within the District and the total number of runs (in/out) by apparatus, be changed to a 13-month format.
- d. Correspondence: Fire Chief Chaney noted several pieces of correspondence had been received by the District.
- e. Action Plan Recap:
- Agendize the request from the San Miguel Firefighters Foundation to continue to allow the storage of the Crown Fire Engine at Station 16/66.
 - Obtain appraisal for Station 19/69.
 - Deputy Fire Marshal Tony Morgan to contact utility companies regarding usage of utility roads as evacuation routes for Fowler Canyon and Millar Ranch Road.
 - Look into Zone 2 Contract cost differential.

Next Meeting: The next meeting of the Board of Directors will be a Regular Meeting on September 9, 2015, at 5:30pm, held at District Headquarters.

The meeting was adjourned at 6:45pm.

Submitted by:

Nancy Roos

Administrative Assistant and
Board Recording Secretary