

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
BUSINESS MEETING AGENDA**

Thursday, January 12, 2012, 7:00 pm, Station 810, 33900 West Street (behind Albion Grocery), Albion, CA

1. **Call to order and determination of a quorum:**
2. **Public communication to the board:** An opportunity is provided for members of the public to address the board with respect to matters within the board's jurisdiction whether on the agenda or not. For action items the public may also address the board at the time the item is presented for action.
3. **Fire department business:**
 - a. **Chief's Report:** Acting Chief Williams will present a written report of fire department activities.
 - b. **Fire department operations discussion:** Any necessary operations issues will be discussed at this time.
4. **Previous meeting minutes:** The minutes of the December 8, 2011 regular business meeting will be approved and/or revised and approved.
5. **Communications to the board:** Communications to the board will be presented.
6. **Financial report:** Current financial statements for the district will be presented.
7. **Items for consideration and possible action:**
 - a. **Fire department personnel:** The board will review new probationary volunteer firefighter applicants recommended by the chief for employment. The board will also review the chief's recommendations for appointment of one or more current probationary volunteer firefighters to regular volunteer firefighter status. The board may vote to accept recommended candidates for employment as probationary and/or regular volunteer firefighters.
 - b. **Election of fire department officers:** Fire department officers will be elected according to District bylaws and fire department operations manual by majority vote of regular volunteer firefighters.
 - c. **FY 2011-2012 budget review and revision:** The board will review the current FY budget. The board may vote to add, change, modify or adjust amounts of items in the current FY budget.
 - d. **Banking:** The board will discuss modification of current banking and fiscal procedures.
 - i. The board may vote to establish a district credit card account.
 - ii. The board may vote to establish electronic banking capabilities for all district bank accounts.
 - iii. The board may vote to establish additional checking and savings accounts to facilitate receipt of general donations to the district.
 - iv. The board may vote on a resolution to establish the new maximum amount of the county/district revolving fund as permitted by adoption of SB 288 modifying California Government Code Sections 53952 and 53961, by ALRFPD Resolution 111025, and as interpreted by Mendocino County Auditor's Office.
 - e. **Apparatus liquidation:** The board will discuss the decommissioning of a Type I fire engine. The board may vote to sell the decommissioned apparatus or donate it to another agency.
8. **Committee reports:**
 - a. **New fire station committee.**
 - b. **Vehicle committee.**
 - c. **Parcel tax committee.**
9. **Directors' discussion:** Individual board members may discuss topics of concern to the district including, but not limited to, insurance, bylaws, fund raising, firefighter benefits.
10. **Next meeting schedule:** February 9, 2012, 7:00 pm.
11. **Adjournment:**

Any individual who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting should contact the Board in writing at P.O. Box 634, Albion, CA 95410-0634 as soon as possible before the meeting date.

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agenda →
7pm 18th special mtg eval.
action - parcel tax exemption

Alan Taeger

From: Ted Williams <ted@ted.net>
Sent: Thursday, January 12, 2012 4:27 PM
To: Alan Taeger; Ed Petrykowski; ken matheson; terry kemp; Rich Riley
Subject: DRAFT Chief's Report - January 12, 2012

I'm sure I've forgotten something. Let's plan to pencil in corrections tonight. I'll fix and send Alan the final draft after the meeting.

thanks,
ted

Fire Chief's Report, 12 January, 2012, by Ted Williams (DRAFT)

- Applications Received
 - Andrea Pennebaker (approved by Chief, subject to board review)
 - Adam Matthews (approved by Chief, subject to board review)
 - Timothy Gitchel (approved by Chief, subject to board review)
 - Andy Gitchel ~
 - Dennis Sweet (approved by Chief, subject to board review)
 - Emily Scott (approved by Chief, subject to board review)
- **Guests / Applications Anticipated**
 - Steve Wolfe
 - Debbie Wolfe } will apply
- New Vendor Accounts
 - JME Ellsworth (fittings, hose, pump equipment)
 - TheFireStore (PPE, tools)
- Purchases (noteworthy, not exhaustive)
 - 8162: Pike Pole, Roof ladder
 - 812/811: Foam Wrenches
 - 8170: Sledge Hammer, Fireman's Crowbar, Bolt cutter, Axe
 - Stations/Engines: 2.5" PVC Suction Hose, Uncoupled, 100 feet
 - (5) Structural Helmets with goggle system (model 360S)
 - (1) ESS Structure Goggles
 - (9) Gloves, NFPA
 - (5) Gear bags
 - (10) Replacement NFPA/ESS structure goggle lens
 - (5) Book: Essentials of Fire Fighting and Fire Department Operations (5th Edition)
 - (1) Book: Vehicle Extrication: Levels I & II: Principles And Practice
 - (4) Pulse Oximeter (FDA approved for clinical)
 - medical supplies for routine restocking of cabinets/bags
 - (5) Kenwood VHF portables (model TK-2170)
 - (7) Motorola Minitor V pagers

} - review

noted

near for
Jimmie
Jessie

Incident Log

- In the intervening period between the Albion-Little River Fire Protection District regular meetings held Tuesday, December 8th and today, January 12th, we were dispatched and responded to thirteen incidents consisting of 12 medical and 1 residential fire alarm (false).
 - 2011008684 12/08/2011 15:16:12 MEDA
 - THE WOODS @ 43300 LITTLE RIVER AIRPORT RD , LITR
 - Ted Williams (IC, MedGroup)
 - Brad Montgomery
 - 2011008725 12/10/2011 14:37:01 MEDD
 - THE WOODS @ 43300 LITTLE RIVER AIRPORT RD #LODGE , LITR
 - Brad Montgomery (IC, 8131)
 - Marshall Brown (MedGroup)
 - Ted Williams
 - Jesse Martin

- 2011008828 12/14/2011 18:07:14 MEDD
 - THE LODGE AT THE WOODS @ 43300 LITTLE RIVER AIRPORT RD #LODGE ,LITR
 - Marshall Brown (IC, MedGroup, 8132)
 - Ted Williams
 - Brad Montgomery
 - Jaime Placido
 - Citlali Calvillo
- 2011008853 12/15/2011 18:03:52 MEDA
 - THE WOODS @ 43300 LITTLE RIVER AIRPORT RD #49 ,LITR
 - Andrew Crowningshield (IC, 8131)
 - Brad Montgomery
 - Erica Geer (Cancelled)
 - Jaime Placido
 - John Crowningshield
 - Marshall Brown
 - Scott Roat
 - Ted Williams
- 2011008897 12/17/2011 19:00:12 MEDB
 - 40551 LITTLE RIVER AIRPORT RD ,LITR
 - Ted Williams (IC)
 - Brad Montgomery
- 2011008964 12/20/2011 11:12:01 MEDA
 - THE WOODS @ 43300 LITTLE RIVER AIRPORT RD #49 ,LITR
 - Sam Levine (MedGroup, 8131)
 - Brad Montgomery
 - Scott Roat
 - Ted Williams (IC)
- 2011008991 12/21/2011 11:30:50 MEDC
 - 40415 LITTLE RIVER AIRPORT RD ,LITR
 - Sam Levine (MedGroup)
 - Andrew Crowningshield
 - Brad Montgomery (IC)
 - Ted Williams
- 2011009028 12/22/2011 14:59:00 MEDA
 - 31200 MIDDLE RIDGE RD ,ALBI
 - Ted Williams (IC, MedGroup)
 - Brad Montgomery (8132)
 - Harolde Searles
 - Andrea Pennebaker
 - Andrew Crowningshield
- 2012000021 01/01/2012 18:34:25 FFA
 - 7020 N HWY 1 ,LITR
 - Complete check of residence, RP present
 - Scott Roat (IC)
 - Brad Montgomery (8191)
 - Erica Geer
 - Jonathan Peakall (8130)
 - Sam Levine
 - Ted Williams (8162)
- 2012000029 01/02/2012 04:56:40 MEDA
 - THE LODGE AT THE WOODS @ 43300 LITTLE RIVER AIRPORT RD #LODGE ,LITR
 - John Crowningshield (IC, 8131)
 - Sam Levine (MedGroup)
 - Brad Montgomery (8132)
 - Ted Williams
- 2012000030 01/02/2012 09:11:41 MEDA
 - 3700 ALBION LITTLE RIVER RD ,LITR
 - Brad Montgomery (8130)
 - John Crowningshield
 - Jonathan Peakall (MedGroup)

- Marshall Brown (Cancelled)
- Sam Levine (8131)
- Scott Roat (Cancelled)
- Ted Williams (IC)
- 2012000080 01/04/2012 10:30:20 MEDA
 - THE LODGE AT THE WOODS @ 43300 LITTLE RIVER AIRPORT RD #LODGE ,LITR
 - Ted Williams
 - Sam Levine
 - Brad Montgomery
 - Jaime Placido
 - John Crowningshield
 - Andrew Crownshield (IC)
 - Marshall Brown (MedGroup)
 - Scott Roat
- 2012000205 01/09/2012 21:39:35 MEDA
 - THE WOODS @ 43300 LITTLE RIVER AIRPORT RD #49 ,LITR
 - Marshall Brown (IC, MedGroup)
 - Andrew Crowningshield
 - John Crowningshield
 - Sam Levine
 - Ted Williams
 - Brad Montgomery (Cancelled)
 - Tim Gitchel (Cancelled)
 - Adam Matthews (Cancelled)

Training Completed:

- 12/01/2011 - Vehicle Extrication (4 hours)
 - Marshall Brown, Andrew Crowningshield, Erica Geer, Jason Hendricks, Chris Johnson, Jesse Martin, Brad Montgomery, Jaime Placido, Scott Roat, Josh Smith, Ted Williams
- 12/15/2011 - Extrication (3+ hours)
 - Marshall Brown, Brad Montgomery, Andrew Crowningshield, John Crowningshield, Erica Geer, Jason Hendricks, Chris Johnson, Scott Roat, Josh Smith, Jesse Martin, Jaime Placido, Ted Williams
- 12/22/2011 - Engineering 8162/8170/8131/8191, Nozzle technique (3.5 hours)
 - Brad Montgomery, Andrew Crowningshield, Erica Geer, Ted Williams, Jaime Placido, Dennis Sweet, Sam Levine, Jesse Martin, Dave Ayster, Andrea Pennebaker, Citlali Calvillo, Marshall Brown, John Crowningshield, Josh Smith
- 12/29/2011 - Engineering 8181 / ICS / Radios / Communications (3 hours)
 - Steve Acker, Marshall Brown, Citlali Calvillo, John Crowningshield, Erica Geer, Sam Levine, Brad Montgomery, Andrea Pennebaker, Scott Roat, Ted Williams, Adam Mathews, Tim Gitchel, Andy Gitchel
- 12/??/2012 - Driving
 - Ted Williams, Jesse Martin
- 01/01/2012 - Driving
 - Ted Williams, Jaime Placido
- ??/??/2012 - Driving
 - Brad Montgomery, Citlali Calvillo
- 01/02/2012 - Driving
 - Ted Williams, Jesse Martin, Scott Roat
- 01/03/2012 - Driving
 - Brad Montgomery, Jaime Placido
- 01/03/2012 - Driving
 - Ted Williams, Marshall Brown, John Crowningshield, Andrew Crowningshield
- 01/03/2012 - Driving
 - Ted Williams, Adam Matthews, Tim Gitchel
- 01/03/2012 - Driving
 - Brad Montgomery, Josh Smith
- 01/04/2012 - 01/08/2012 - Driver/Operator 1A (40 hours)
 - Andrew Crowningshield, Adam Matthews, Tim Gitchel, Marshall Brown, John Crowningshield, Scott Roat, Jesse Martin, Jaime Placido, Josh Smith
- 01/05/2012 - Engine 8170 (2.5 hours)
 - David Ayster, Marshall Brown, John Crowningshield, Andrew Crowningshield, Jason Hendricks, Sam Levine, Brad Montgomery, Jaime Placido, Josh Smith
- 01/05/2012 - Orientation / Safety (2 hours)
 - Dennis Sweet, Erica Geer, Adam Matthews, Tim Gitchel, Steve Wolfe, Debbie Wolfe, Ted Williams
- 01/07/2012 - Tender, hose lay, overhead tank fill
 - Brad Montgomery, Jason Hendricks

- 01/12/2012 - 8170 pump and hose operations
 - Brad Montgomery, Emily Scott

Trainings Planned (not in this order):

- Erica Geer is coordinating all training activity.
- Small group ad-hoc training (in addition to planned weekly sessions) is encouraged.
- Pump Hose Lay
- Dump Tank
- CPR/First Aid
- SCBA
 - Invitation from Comptche Fire
- Radios
- Boat / Water
 - Invitation from Mendocino Fire
- Power Lines
- Ventilation
- Extrication
- Traffic Control

Fire Academy registrations:

- Brad Montgomery, Jaime Placido, Josh Smith, Emily Sweet (pending)

Fund Raising, Gifts, Service Fees:

- Albion-Little River Volunteer Fire Department, Inc received \$200 (\$315 net) from the Little River Inn concert series.

Development:

- Began issuing pulse oximeters to firefighters (after switching from \$275 model to sub-\$25 FDA approved model).
- Began issuing blood pressure sets as a training tool.
- Issuing Essentials of Fire Fighting and Fire Department Operations to all firefighters.
- The district lacks functioning draft systems for filling engines/tenders both at scene and at stations. In recent times, suctioning from station tanks has been discouraged due to a previous tank collapse. Gravity fill is slow -- it can take greater than half an hour to fill a tender from a station tank. We are working on solutions. Jaime Placido has volunteered to install proper vents on the station tanks so that apparatus pumps can be utilized. Brad Montgomery plans to build and stock draft lines for our fleet.
- Tim Gitchel (a certified marine mechanic) and Adam Matthews created an inventory of our boat equipment. There is demand for water trainings. We plan to start by sending our interested firefighters to Mendocino's water trainings.
- As requested by the district board, Ted Williams researched the LiveScan application process. A form with instructions for special districts is available at http://ag.ca.gov/fingerprints/forms/city_county.pdf
- Dirk Dooley (Mendocino Fire) has offered assistance with the SCBA fit test. We need to fit test our firefighters annually.
- Ted Williams has been investigating Compressed Air Foam Systems as a possible ingredient in our long term plan.
- Sally Swan (Mendocino Fire) has invited us to send a group to Mendocino on January 21, 1100 at station 840, to watch Mendocino's pump training.
- Kent Stanley (Mendocino Department of Transportation) came to look at the road condition outside station 810. Based on maps, he concluded that the road is not a county road. Ted Williams was not able to find an APN for the road. Board member Ed Petrykowski has taken an action item of resolving ownership of the road.
- Ted Williams talked to a district property owner regarding a new district assessment. I believe the district needs to clarify that the assessment is for legal parcels and not simply APNs (which can be created simply for ease of mapping).
- Engine 8170, the USDA Forest Service type III engine, was placed in service. There will be some shuffling while vehicles are exchanged with Fort Bragg Diesel for repair, but we anticipate the near term home for this engine to be station 812.
- Our TODO lists are long. Safety and training are taking priority.
- It should be noted that the ALRVFD, Inc covered hotel stay and meals for the nine firefighters who attended the 40 hour Driver/Operator 1A course in Ukiah.
- A CalFire Model 11 type III engine (1200 gallon + foam) has become available for approximately \$3,000. District firefighters have been discussion this vehicle and how it would fit the Navarro Ridge / station 815 component of the long term plan. The discussion should continue between firefighters and the district board.
- District firefighters have been discussing a 1200 gallon type III engine available from CalFire for approximately \$3,000 as a potential upgrade for station 815 (Navarro Ridge).

Station Maintenance

- The standby generator at station 810 is not functional. The board should provide guidance as to whether to pursue repair.
- Mendocino Coast Water Works provided a written cost estimate for plumbing repairs at station 810. \$1985 includes "Cost estimate for re-pipe of failing drainage system on west side of building. Scope of work to include replacement of 2" cast iron for kitchen sink, laundry, and lavatory sink. New piping to extend to existing connections underneath. *Additional quote supplied for new gas service from tank to entry for kitchen. Gas run underground with new shut off."
- Mendocino Coast Water Works discovered an above ground propane line hidden in the grass. An estimate of \$675 was offered for "Trenching, Pipe, Labor" to remedy.

Vehicle Maintenance

- Engine 8182
 - Brakes not functional.

810 drive unit

- Out of service.
 - The district should provide guidance regarding direction. Fix or dispose?
- Engine 8170
 - Fittings ordered and installed
 - Hose and gear bunked
 - Radio mounted and wired (antenna missing)
 - Clutch adjusted
 - TODO:
 - Apply decals
 - mount booster (1") hoses
 - test foam system (and perhaps repack mixer)
 - source overhaul kit for priming pump, rebuild and reinstall
- Engine 8163
 - Currently at Fort Bragg Diesel for:
 - plumbing leak
 - replace siren housing
 - rewire code 3
 - radio electrical supply
 - replacement of leaky transfer case air control switches
- Rescue 8132
 - Bad alternator replaced with an upgraded alternator.
 - Sticky ignition switch repaired.
 - Out of service due to fuel leak.
 - Needs glow plugs, glue plug wire and injector fuel return lines.
- Tender 8191
 - Needs to visit Fort Bragg Diesel for air leak in the steering control valve

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
BUSINESS MEETING MINUTES**

Thursday, December 8, 2011, 7:00 pm, Station 810, 33900 West Street (behind Albion Grocery), Albion, CA

1. **Call to order and determination of a quorum:** The Albion Little River Fire Protection District meeting was called to order at 7:36 pm by President Alan Taeger at conclusion of a brief meeting of the Albion Little River Volunteer Fire Department, Inc. Board members Alan Taeger, Rich Riley, Ken Matheson, and Ed Petrykowski were present. Board member Terry Kemp was absent. Acting Chief Ted Williams, Brad Montgomery, Mark Anderson, David Ayster, Marshall Brown, Andrew Crowningshield, Erica Geer, Chris Johnson, Scott Roat, Harolde Searles, Jaime Placido & Jessie Martin attended from the Fire Department. Also present were Andrea Pennabaker, Citlali Calvillo & Sam Levine.
2. **Public communication to the board:** None.
3. **Previous meeting minutes:** The minutes of the November 29, 2011 regular business meeting were approved as amended by unanimous vote of the board on a motion by Rich.
4. **Fire chief's report:** Acting Chief Williams presented a written report of fire department activities which is here attached..
5. **Communications to the board:** See attached sheet with emails from 12/1, 12/5, and 12/7/11.
6. **Financial report:** Current financial statements from district were presented.
7. **Items for consideration and possible action:**
 - a. **Election of Officers:** The board, by unanimous vote of board members present, elected district officers for 2012 per California Health and Safety Code Section 13853. President Alan Taeger, Vice President Rich Riley, Secretary Terry Kemp
 - b. **Bylaws Revision:** Possible additional bylaws revision was reviewed and discussed. No action taken.
 - c. **Fire Department Operations Manual:** Operations manual adopted on an emergency basis at the November 29, 2011 business meeting was reviewed and confirmed adopted without change by unanimous vote of board members present on a motion by Ed.
 - d. **Fire Department Personnel:** The board reviewed volunteer firefighter employment applications from Sam Levine and Citlali Calvillo. These candidates were recommended for acceptance as probationary volunteer firefighters by Acting Chief Williams. Chief Williams also recommended that the board confer regular volunteer firefighter status on the following probationary firefighters based on their experience and/or previous fire department membership: Andrew Crowningshield, Brad Montgomery, Christopher Johnson, David Ayster, Erica Geer, Harolde Searles, Jason Hendricks, John Crowningshield, Jonathon Peakall, Joshua Smith, Mark Anderson, Marshall Brown, Scott Roat, Steven Acker, and Ted Williams. Both recommendations were adopted by unanimous vote of the board members present on a motion by Ken. Alan passed out I-9's and W-4's to all firefighters to be filled out and returned at this meeting. Fire Department members' stipends for service in 2011 were discussed. The check amounts have not been calculated as of this meeting. Firefighter eligibility and amounts of individual stipends are to be reviewed by Chief Williams and checks to be delivered to recipients before the end of the year..
 - e. **FY 2011-2012 Budget Review and Revision:** The board reviewed the current FY budget and after some discussion it was decided to review budget needs further and reconsider changes at the next meeting.
8. **Committee reports:**
 - a. **New fire station committee.** No report.
 - b. **Vehicle committee:** Refer to Chief's Report - Maintenance
9. **Directors' discussion:** There was a lengthy discussion because of the new joint meeting with fire department with minor speed bumps to be worked out in future meetings.
10. **Next meeting schedule:** Thursday, January 12, 2012, 7:00 pm.
11. **Adjournment:** Meeting was adjourned at 9:40 pm.

Attachments

ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
BUSINESS MEETING ~~DECEMBER 8, 2011~~
COMMUNICATIONS TO THE BOARD

Repl sheet

- 12/19/11 Alan and other board members received California Special District Association publication "Special District Board Member/Trustee Handbook" via USPS.
- 12/20/11 Received a letter by USPS from Albion Residents Association dated November 29, 2011 and postmarked December 19, 2011 with comments on possible fire station/community center across from Albion Post Office.
- 12/26/11 Alan sent a letter by USPS to Savings Bank with a request to change signature requirements on all our accounts from two signatures required to one signature required per bylaws approved November 29, 2011.
- 12/26/11 Received California Special Districts Association 2012 Education Catalog by USPS.
- 12/28/11 Received \$200 donation by USPS from Rod Lorimer, Albion.
- 1/6/12 Alan sent a letter with attachments by email to Lloyd Weer, assistant county auditor, with a request to implement changes to the district/county revolving fund checking account permitted by passage of SB 288 and signature requirements changed in bylaws adopted November 29, 2011.
- 1/10/12 Chief Williams received a letter by email from Oliver Seeler announcing that he was going to be honored at the Mendocino County Fire Chiefs' Association bimonthly meeting to be held this day and requesting that Ted not interact with Oliver in any way at the meeting.
- 1/11/12 Chief Williams sent a letter by email to each of the chiefs of the Mendocino County Fire Chiefs' Association announcing that he would not be attending this day's meeting and included a brief report on Albion Little River Fire Department activities.
- 1/12/12 Alan placed a telephone call to Lloyd Weer to ask if the information provided on January 6, 2012 is adequate. Lloyd confirmed that the information is adequate and that we are authorized to increase the amount in our revolving fund and to use one signature for checks and warrants.

ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
BUDGET OVERVIEW WORKSHEET

UPDATED 1/12/2012	2007-2008	PER 6/30/08	2008-2009	PER 6/30/09	2009-2010	PER 6/30/10	2010-2011	PER 6/30/11	2011-2012	PER 1/12/12
CODE #	ESTIMATED	ACTUAL	REVISED	ACTUAL	REVISED	ACTUAL	REVISED	ACTUAL	RVSD 12/8/11	ACTUAL
DESCRIPTION										
REVENUE										
821110	67,469.00	68,341.10	72,104.00	72,483.44	74,944.00	67,780.99	72,586.00	72,754.79	73,566.00	73,566.00
821120	2,053.00	2,120.79	2,074.00	2,422.26	2,322.00	2,483.32	2,405.00	2,565.06	2,470.00	2,448.73
821130	2,634.00	2,516.55	2,288.00	1,185.54	1,572.00	472.10	569.00	298.57	283.00	(150.67)
821210	0.00	331.97	0.00	(417.70)	0.00	(779.89)	0.00	(120.50)	0.00	0.00
821220	106.00	32.41	34.00	99.47	27.00	139.31	114.00	167.78	126.00	126.00
821300	75,000.00	77,550.00	75,000.00	77,510.00	77,630.00	77,354.00	77,630.00	77,426.00	81,920.00	81,920.00
821600	486.00	383.82	374.00	303.17	314.00	52.46	71.00	198.28	83.00	83.00
821700	0.00	0.00	0.00	0.00	0.00	0.26	0.00	1.37	0.00	10.26
824100	9,000.00	13,681.82	10,000.00	6,027.92	10,000.00	1,056.06	1,000.00	999.21	650.00	588.46
825481	809.00	802.76	803.00	787.54	788.00	778.28	778.00	770.92	771.00	771.00
825490	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
826140	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
827500	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
827700	0.00	15,394.00	76,583.50	77,383.50	0.00	5,555.21	0.00	0.00	11,676.30	11,676.30
827702	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUE	157,757.00	181,055.22	239,260.50	237,785.14	167,597.00	154,892.10	155,153.00	155,061.48	171,545.30	14,573.08
FUND BALANCE CARRIED FORWARD	290,000.00	315,157.00	347,520.83	347,520.83	274,994.83	274,994.83	265,877.66	265,877.66	291,527.43	291,527.43
TOTAL AVAILABLE FOR APPROPRIATIONS	447,757.00	496,212.22	586,781.33	585,305.97	442,591.83	429,886.93	421,030.66	420,939.14	463,072.73	306,100.51
APPROPRIATIONS										
861014	6,000.00	4,960.00	6,000.00	5,407.00	7,000.00	5,183.00	\$6,000.00	5,960.00	\$18,000.00	11,100.00
861035	6,000.00	8,609.26	6,000.00	4,130.64	6,000.00	2,124.44	\$12,000.00	4,671.95	\$7,000.00	\$7,000.00
862050	10,000.00	9,162.31	10,000.00	4,247.81	5,000.00	4,918.24	\$5,000.00	5,107.38	\$26,000.00	2,229.28
862080	6,000.00	5,640.00	6,000.00	5,744.00	7,000.00	7,249.00	8,000.00	7,172.00	\$5,000.00	2,199.69
862101	12,000.00	14,820.65	40,000.00	17,045.14	50,000.00	59,591.88	30,000.00	24,452.93	8,000.00	11,624.94
862120	15,000.00	12,013.26	5,000.00	5,528.05	10,000.00	2,866.01	8,000.00	2,551.33	14,000.00	1,245.56
862130	6,500.00	5,667.25	8,000.00	5,879.39	8,000.00	3,786.44	6,000.00	4,023.78	6,000.00	2,720.06
862140	2,500.00	2,147.00	2,800.00	2,695.00	3,000.00	2,630.00	3,000.00	2,349.00	3,000.00	1,806.00
862150	600.00	566.22	3,000.00	3,071.91	2,000.00	698.41	1,000.00	954.94	1,000.00	784.35
862170	5,000.00	1,144.98	7,000.00	6,378.24	4,000.00	2,821.91	7,000.00	6,803.25	3,500.00	1,886.74
862181	2,000.00	7,314.27	10,000.00	8,375.36	15,000.00	14,950.98	0.00	0.00	0.00	0.00
862187	1,500.00	1,500.00	1,500.00	1,550.20	1,500.00	5,233.03	15,000.00	13,773.08	10,000.00	1,532.88
862189	3,500.00	2,754.44	3,500.00	2,381.66	7,000.00	1,501.37	1,500.00	2,072.52	1,500.00	100.00
862210	0.00	0.00	0.00	0.00	100.00	100.00	0.00	0.00	100.00	100.00
862220	0.00	0.00	0.00	0.00	400.00	6,291.44	4,000.00	1,107.12	4,000.00	4,000.00
862231	25,000.00	16,590.52	26,000.00	22,407.55	400.00	315.05	400.00	400.00	400.00	323.80
862250	3,000.00	3,669.94	5,000.00	4,627.18	5,000.00	22,227.44	26,000.00	20,676.41	8,000.00	2,510.68
862260	3,000.00	1,279.02	3,000.00	1,663.11	3,000.00	3,728.73	7,500.00	6,570.41	7,500.00	4,378.44
863113	0.00	0.00	0.00	0.00	3,000.00	1,771.50	2,000.00	1,514.41	2,000.00	474.62
864350	10,000.00	6,409.16	15,000.00	3,546.62	10,000.00	3,154.36	35,000.00	11,613.74	75,000.00	532.20
864360	5,000.00	2,818.09	205,000.00	205,634.28	12,000.00	12,190.01	10,000.00	8,037.46	130,000.00	12,515.40
864370	132,600.00	107,966.37	362,800.00	310,311.14	197,000.00	163,233.24	187,400.00	129,411.71	367,000.00	57,974.64
TOTAL APPROPRIATIONS	315,157.00	347,520.83	223,981.33	274,994.83	245,591.83	266,653.69	233,630.66	291,527.43	96,072.73	248,125.87
UNAPPROPRIATED FUNDS (funds balance)										
END OF FY 2010-2011 ONE TIME JE CORRECTION IN DISTRICT BOOKS										
UNAPPROPRIATED FUNDS (funds balance) PER COUNTY RECORDS										
					QB adjustment	265,877.66				

Albion Little River Fire Protection District
Budget vs. Actual
 July 2011 through June 2012

	<u>Jul '11 - Jun 12</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
82-1110 CURRENT SECURED TAX	0.00	73,566.00	-73,566.00	0.0%
82-1120-CURRENT UNSECURED TAX	2,448.73	2,470.00	-21.27	99.1%
82-1130-SB813 SUPPLEMENTAL TAX	-150.67	283.00	-433.67	-53.2%
82-1220-PRIOR UNSECURED TAX	0.00	126.00	-126.00	0.0%
82-1300-SPECIAL TAX	0.00	81,920.00	-81,920.00	0.0%
82-1600-TIMBER TAX	0.00	83.00	-83.00	0.0%
82-1700-Highway Property Rental	10.26			
82-4100-INTEREST INCOME	588.46	650.00	-61.54	90.5%
82-5481-HOMEOWNER PROPERTY TAX	0.00	771.00	-771.00	0.0%
82-7702-INSURANCE PAYMENT	11,676.30			
Total Income	<u>14,573.08</u>	<u>159,869.00</u>	<u>-145,295.92</u>	<u>9.1%</u>
Gross Profit	14,573.08	159,869.00	-145,295.92	9.1%
Expense				
86-1014-MISC EMPLOYEE BENEFITS				
Firefighter Stipends	11,100.00			
86-1014-MISC EMPLOYEE BENEFITS - Other	0.00	18,000.00	-18,000.00	0.0%
Total 86-1014-MISC EMPLOYEE BENEFITS	<u>11,100.00</u>	<u>18,000.00</u>	<u>-6,900.00</u>	<u>61.7%</u>
86-1035-WORKERS COMPENSATION IN	0.00	7,000.00	-7,000.00	0.0%
86-2050-CLOTHING & PERSONAL ITE	2,229.28	26,000.00	-23,770.72	8.6%
86-2060-COMMUNICATIONS				
ATT	1,200.24			
Comcast	969.45			
MCN	30.00			
86-2060-COMMUNICATIONS - Other	0.00	5,000.00	-5,000.00	0.0%
Total 86-2060-COMMUNICATIONS	<u>2,199.69</u>	<u>5,000.00</u>	<u>-2,800.31</u>	<u>44.0%</u>
86-2101-INSURANCE GENERAL	0.00	8,000.00	-8,000.00	0.0%
86-2120-MAINTENANCE EQUIPMENT				
Radio Maintenance	154.40			
Rescue Equipment	22.63			
Vehicle Maintenance				
8130	2,376.25			
8131	72.59			
8132	952.30			
8162	984.96			
8170	293.88			
8182	1,398.83			
8192	4,212.37			
Vehicle Maintenance - Other	58.16			
Total Vehicle Maintenance	<u>10,349.34</u>			
86-2120-MAINTENANCE EQUIPMENT - Other	1,098.57	37,000.00	-35,901.43	3.0%
Total 86-2120-MAINTENANCE EQUIPMENT	<u>11,624.94</u>	<u>37,000.00</u>	<u>-25,375.06</u>	<u>31.4%</u>
86-2130-MAINTENANCE STRUCTURES				
Station 810	98.75			
Station 811	420.00			
Station 812	634.11			
86-2130-MAINTENANCE STRUCTURES - Other	92.70	14,000.00	-13,907.30	0.7%
Total 86-2130-MAINTENANCE STRUCTURES	<u>1,245.56</u>	<u>14,000.00</u>	<u>-12,754.44</u>	<u>8.9%</u>
86-2140-MEDICAL, LAB SUPPLIES	2,720.06	6,000.00	-3,279.94	45.3%
86-2150-MEMBERSHIPS				
CALSTAR	360.00			
CSDA	616.00			
Mendocino Ambulance SVC	530.00			
REACH	300.00			
86-2150-MEMBERSHIPS - Other	0.00	3,000.00	-3,000.00	0.0%
Total 86-2150-MEMBERSHIPS	<u>1,806.00</u>	<u>3,000.00</u>	<u>-1,194.00</u>	<u>60.2%</u>
86-2170-DISTRICT OFFICE SUPPLIE	784.35	1,000.00	-215.65	78.4%

Albion Little River Fire Protection District
Budget vs. Actual
 July 2011 through June 2012

	<u>Jul '11 - Jun 12</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
86-2181-AUDITING & FISCAL SERVI				
Bookkeeping Services	1,886.74			
86-2181-AUDITING & FISCAL SERVI - Other	0.00	3,500.00	-3,500.00	0.0%
Total 86-2181-AUDITING & FISCAL SERVI	1,886.74	3,500.00	-1,613.26	53.9%
86-2187-EDUCATION & TRAINING	1,532.88	10,000.00	-8,467.12	15.3%
86-2189-PROFESIONAL & SPECIAL S	10.00	1,500.00	-1,490.00	0.7%
86-2210-RENT LEASES	100.00	100.00	0.00	100.0%
86-2220-SMALL TOOLS & SUPPLIES	0.00	4,000.00	-4,000.00	0.0%
86-2231-ELECTION SUPERVISION &	323.80	400.00	-76.20	81.0%
86-2250-TRANSPORTATION & TRAVEL				
Walsh Oil	2,276.37			
86-2250-TRANSPORTATION & TRAVEL - Other	234.31	8,000.00	-7,765.69	2.9%
Total 86-2250-TRANSPORTATION & TRAVEL	2,510.68	8,000.00	-5,489.32	31.4%
86-2260-UTILITIES				
Albion Water District	270.00			
PG&E	2,067.87			
Suburban Propane	1,066.97			
Thompson Septic Service	775.70			
Waste Management	197.90			
86-2260-UTILITIES - Other	0.00	7,500.00	-7,500.00	0.0%
Total 86-2260-UTILITIES	4,378.44	7,500.00	-3,121.56	58.4%
86-3113-PAYMNTS TO GOVT AGENCIE	474.62	2,000.00	-1,525.38	23.7%
86-4360-BUILDINGS & IMPROVEMENT	532.20	75,000.00	-74,467.80	0.7%
86-4370-EQUIPMENT (PURCHASE)				
Firefighting Equipment	530.37			
Radios	3,312.00			
Rescue Equipment	7,891.43			
86-4370-EQUIPMENT (PURCHASE) - Other	781.60	130,000.00	-129,218.40	0.6%
Total 86-4370-EQUIPMENT (PURCHASE)	12,515.40	130,000.00	-117,484.60	9.6%
Total Expense	57,974.64	367,000.00	-309,025.36	15.8%
Net Income	-43,401.56	-207,131.00	163,729.44	21.0%

Albion Little River Fire Protection District
Profit & Loss Detail
 December 8, 2011 through January 11, 2012

Type	Date	Num	Name	Memo	Split	Amount
Expense						
86-1014-MISC EMPLOYEE BENEFITS						
Firefighter Stipends						
Check	12/15/2011	0411...	Ted Williams	Stipend	County	900.00
Check	12/15/2011	0411...	Marshall Brown	Stipend	County	900.00
Check	12/15/2011	0411...	Scott Roat	Stipend	County	900.00
Check	12/15/2011	0411...	Erika Geer	Stipend	County	900.00
Check	12/15/2011	0411...	Andrew Crowningsh...	Stipend	County	900.00
Check	12/15/2011	0411...	Jeff Wall	Stipend \$467.18 check, balance ...	County	900.00
Check	12/15/2011	0411...	John Crowningshield	Stipend	County	900.00
Check	12/15/2011	0411...	James B Montgomery	Stipend	County	900.00
Check	12/15/2011	0411...	Steve Acker	Stipend	County	900.00
Check	12/15/2011	0411...	Jonathan Peakall	Stipend	County	900.00
Check	12/15/2011	0411...	Harolde Searles	Stipend	County	900.00
Check	12/15/2011	0411...	Joshua Smith	Stipend	County	300.00
Check	12/15/2011	0411...	Jason Hendricks	Stipend	County	300.00
Check	12/15/2011	0411...	Chris Johnson	Stipend	County	300.00
Check	12/15/2011	0411...	Jesse Martin	Stipend	County	150.00
Check	12/15/2011	0411...	Jaime Placido	Stipend	County	150.00
Total Firefighter Stipends						11,100.00
Total 86-1014-MISC EMPLOYEE BENEFITS						11,100.00
86-2050-CLOTHING & PERSONAL ITE						
Check	12/11/2011	3264	Jaime Placido	Reimb. gloves, safety glasses	District Checki...	30.61
Total 86-2050-CLOTHING & PERSONAL ITE						30.61
86-2060-COMMUNICATIONS						
ATT						
Check	12/18/2011	3266	AT&T	96075541735558	District Checki...	198.87
Total ATT						198.87
Comcast						
Check	12/18/2011	3265	Comcast	8155300570124362	District Checki...	67.46
Check	1/1/2012	3273	Comcast	8155300570034801	District Checki...	77.46
Total Comcast						144.92
Total 86-2060-COMMUNICATIONS						343.79
86-2120-MAINTENANCE EQUIPMENT						
Radio Maintenance						
Gene...	12/29/2011	448	Ted Williams	1099 nonreportable payments	Opening Bala...	0.00
Total Radio Maintenance						0.00
Vehicle Maintenance						
8130						
Check	12/15/2011	0411...	Fort Bragg Diesel	#11655	County	952.84
Total 8130						952.84
8132						
Gene...	12/29/2011	448	James B Montgomery	1099 nonreportable payments	Opening Bala...	0.00
Total 8132						0.00
8170						
Check	12/25/2011	3269	James B Montgomery	Keys, JME Ellsworth #024611-IN...	District Checki...	293.88
Gene...	12/29/2011	448	James B Montgomery	1099 nonreportable payments	Opening Bala...	0.00
Total 8170						293.88
Total Vehicle Maintenance						1,246.72
Total 86-2120-MAINTENANCE EQUIPMENT						1,246.72
86-2130-MAINTENANCE STRUCTURES						
Check	12/26/2011	3271	Ted Williams	Reimb, for keys Mendocino Hard...	District Checki...	30.45
Gene...	12/29/2011	448	Ted Williams	1099 nonreportable payments	Opening Bala...	0.00
Check	1/9/2012	3279	VILLAGE HARDWA...	Dec Stmt. Keys	District Checki...	9.61
Total 86-2130-MAINTENANCE STRUCTURES						40.06

Albion Little River Fire Protection District
Profit & Loss Detail
December 8, 2011 through January 11, 2012

Type	Date	Num	Name	Memo	Split	Amount
86-2140-MEDICAL, LAB SUPPLIES						
Check	12/18/2011	3267	Eureka Oxygen Co	DM00624368	District Checki...	90.75
Check	12/18/2011	3268	Matheson Tri-Gas I...	10206 #03625020	District Checki...	56.00
Check	1/9/2012	3280	Matheson Tri-Gas I...	10206 #03815835	District Checki...	57.65
Total 86-2140-MEDICAL, LAB SUPPLIES						204.40
86-2150-MEMBERSHIPS						
Mendocino Ambulance SVC						
Check	12/9/2011	3257	Mendocino Coast A...	Memberships	District Checki...	530.00
Total Mendocino Ambulance SVC						530.00
Total 86-2150-MEMBERSHIPS						530.00
86-2170-DISTRICT OFFICE SUPPLIE						
Check	12/15/2011	0411...	Alan Taeger	Reimb.office supplies, postage	County	480.49
Check	12/15/2011	0411...	Katsiaryna Gregonis	Postage	County	8.80
Check	1/1/2012	3277	Katsiaryna Gregonis	Postage	District Checki...	17.60
Total 86-2170-DISTRICT OFFICE SUPPLIE						506.89
86-2181-AUDITING & FISCAL SERVI						
Bookkeeping Services						
Check	12/15/2011	0411...	Katsiaryna Gregonis	#40	County	387.76
Check	1/1/2012	3277	Katsiaryna Gregonis	#41	District Checki...	277.80
Total Bookkeeping Services						665.56
Total 86-2181-AUDITING & FISCAL SERVI						665.56
86-2187-EDUCATION & TRAINING						
Check	12/11/2011	3263	Jesse Martin	Reimb. Red Cross Class 12/3	District Checki...	110.00
Check	1/1/2012	3275	Ted Williams	Reim. books Amazon #102-4979...	District Checki...	115.18
Total 86-2187-EDUCATION & TRAINING						225.18
86-2210-RENT LEASES						
Check	1/1/2012	3276	Earl Lathan	Rent 2012	District Checki...	50.00
Total 86-2210-RENT LEASES						50.00
86-2250-TRANSPORTATION & TRAVEL						
Check	12/25/2011	3269	James B Montgomery	Fuel for pick up USFS truck	District Checki...	131.44
Gene...	12/29/2011	448	Ted Williams	1099 nonreportable payments	Opening Bala...	0.00
Gene...	12/29/2011	448	James B Montgomery	1099 nonreportable payments	Opening Bala...	0.00
Total 86-2250-TRANSPORTATION & TRAVEL						131.44
86-2260-UTILITIES						
PG&E						
Check	1/1/2012	3274	PG&E	0210095100-9	District Checki...	154.87
Total PG&E						154.87
Suburban Propane						
Check	1/9/2012	3282	SUBURBAN PROP...	1426-080341	District Checki...	606.50
Total Suburban Propane						606.50
Thompson Septic Service						
Check	1/9/2012	3278	Thompson's PortaS...	#15633	District Checki...	97.90
Total Thompson Septic Service						97.90
Waste Management						
Check	1/1/2012	3272	Waste Management	799-0001196-2561-4	District Checki...	30.53
Total Waste Management						30.53
Total 86-2260-UTILITIES						889.80
86-4370-EQUIPMENT (PURCHASE)						
Radios						
Check	12/25/2011	3270	Aircomm	#52719	District Checki...	1,264.00
Check	12/29/2011	0411...	Aircomm	#53182	County	1,232.00
Total Radios						2,496.00

Albion Little River Fire Protection District
Profit & Loss Detail
December 8, 2011 through January 11, 2012

Type	Date	Num	Name	Memo	Split	Amount
86-4370-EQUIPMENT (PURCHASE) - Other						
Check	1/9/2012	3281	Beckman Printing &...	# 31308 Map books	District Checki...	357.84
Total 86-4370-EQUIPMENT (PURCHASE) - Other						357.84
Total 86-4370-EQUIPMENT (PURCHASE)						2,853.84
Total Expense						18,818.29
Net Income						-18,818.29

RESOLUTION No. 120112.1
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
ALBION LITTLE RIVER FIRE PROTECTION DISTRICT

Whereas revised Albion Little River Fire Protection District (District) bylaws section 1012 – Procurement (adopted November 29, 2011) provides for the establishment of a District credit card account and

Whereas California Special Districts Association, in association with Bank of the West has offered member districts a District Purchasing Card account tailored to needs of special districts at favorable rates,

Therefore do we, the board of directors of the Albion Little River Fire Protection District, resolve to apply for a CSDA District Purchasing Card from Bank of the West through the California Special Districts Association card program.

We further resolve that District President Alan Taeger be authorized as district representative to negotiate and sign a District Purchasing Card account agreement with Bank of the West and CSDA.

APPROVED, PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE ALBION LITTLE RIVER FIRE PROTECTION DISTRICT AT A REGULAR BUSINESS MEETING THIS 12TH DAY OF JANUARY, 2012.

AYES: _____
NOES: _____
ABSTAIN: _____
ABSENT: _____
VACANT: _____

Alan Taeger
President, Board of Directors of the Albion Little River Fire Protection District

Attest:

Terry Kemp
Secretary, Board of Directors of the Albion Little River Fire Protection District

RESOLUTION No. 120112.2
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
ALBION LITTLE RIVER FIRE PROTECTION DISTRICT

Whereas revised Albion Little River Fire Protection District (District) bylaws section 1012 – Procurement (adopted November 29, 2011) provides for the reduction of the number of signatures required (from two to one) for authorizing District expenditures and

Whereas current efficient procurement, accounting and bookkeeping practices require electronic access to District bank accounts and

Whereas the reduction in number of signatures required for authorizing District expenditures to one signature qualifies our bank accounts for electronic banking services,

Therefore do we, the board of directors of the Albion Little River Fire Protection District, resolve to apply for electronic banking services and access for all District bank accounts.

We further resolve that District President Alan Taeger be authorized as district representative to negotiate and sign any necessary agreements for electronic banking services.

APPROVED, PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE ALBION LITTLE RIVER FIRE PROTECTION DISTRICT AT A REGULAR BUSINESS MEETING THIS 12TH DAY OF JANUARY, 2012.

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

VACANT: _____

Alan Taeger
President, Board of Directors of the Albion Little River Fire Protection District

Attest:

Terry Kemp
Secretary, Board of Directors of the Albion Little River Fire Protection District

RESOLUTION No. 120112.3
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
ALBION LITTLE RIVER FIRE PROTECTION DISTRICT

Whereas Albion Little River Fire Protection District (District) mission "is to provide ...resources necessary for the protection of life and property in the Albion and Little River communities..." and

Whereas it is the policy of the District to "seek additional funding from all possible sources (local, regional, national) to further enhance the capabilities of the supported agencies" and

Whereas the currently existing District joint checking account with Mendocino County is restricted to deposits of county administered funds and

Whereas other currently existing District checking and savings accounts are established for dedicated fire station building fund donations and expenses,

Therefore do we, the board of directors of the Albion Little River Fire Protection District, resolve to apply for additional checking and savings accounts (one each) to facilitate receipts of general donations to the District. Per District bylaws one signature will be required to authorize expenditures from these accounts. Each District board member and the District bookkeeper will be signatories on each account.

We further resolve that District President Alan Taeger be authorized as district representative to negotiate and sign any necessary agreements for these additional accounts.

APPROVED, PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE ALBION LITTLE RIVER FIRE PROTECTION DISTRICT AT A REGULAR BUSINESS MEETING THIS 12TH DAY OF JANUARY, 2012.

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

VACANT: _____

Alan Taeger
President, Board of Directors of the Albion Little River Fire Protection District

Attest:

Terry Kemp
Secretary, Board of Directors of the Albion Little River Fire Protection District

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
BUSINESS MEETING JANUARY 12, 2012
COMMUNICATIONS TO THE BOARD**

- 12/19/11 Alan and other board members received California Special District Association publication "Special District Board Member/Trustee Handbook" via USPS.
- 12/20/11 Received a letter by USPS from Albion Residents Association dated November 29, 2011 and postmarked December 19, 2011 with comments on possible fire station/community center across from Albion Post Office.
- 12/26/11 Alan sent a letter by USPS to Savings Bank with a request to change signature requirements on all our accounts from two signatures required to one signature required per bylaws approved November 29, 2011.
- 12/26/11 ✓ Received California Special Districts Association 2012 Education Catalog by USPS.
- 12/28/11 ✓ Received \$200 donation by USPS from Rod Lorimer, Albion.
- 1/6/12 ✓ Alan sent a letter with attachments by email to Lloyd Weer, assistant county auditor, with a request to implement changes to the district/county revolving fund checking account permitted by passage of SB 288 and signature requirements changed in bylaws adopted November 29, 2011.
- 1/10/12 ✓ Chief Williams received a letter by email from Oliver Seeler announcing that he was going to be honored at the Mendocino County Fire Chiefs' Association bimonthly meeting to be held this day and requesting that Ted not interact with Oliver in any way at the meeting.
- 1/11/12 ✓ Chief Williams sent a letter by email to each of the chiefs of the Mendocino County Fire Chiefs' Association announcing that he would not be attending this day's meeting and included a brief report on Albion Little River Fire Department activities.
- 1/12/12 ✓ Alan placed a telephone call to Lloyd Weer to ask if the information provided on January 6, 2012 is adequate. Lloyd confirmed that the information is adequate and that we are authorized to increase the amount in our revolving fund and to use one signature for checks and warrants.

Annual Firefighter Compensation
December, 2011

	NAME	SS#	2011 STIPEND
1	Ted Williams P. O. Box 3 Albion, CA 95410	547-83-7704	\$900.00
2	Marshall Brown P. O. Box 934 Mendocino, CA 95460	617-50-7717	\$900.00
3	Scott Roat P. O. Box 25 Mendocino, CA 95460	284-46-7310	\$900.00
4	Erica Geer P. O. Box 741 Albion, CA 95410	555-75-1392	\$900.00
5	Andrew Crowningshield P. O. Box 1231 Mendocino, CA 95460	606-38-9653	\$900.00
6	Jeff Wall 43605 Little River Airport Road Little River, CA 95456	550-31-6440	\$900.00
7	Brad Montgomery P. O. Box 891 Albion, CA 95410	570-47-3281	\$900.00
8	Steve Acker P. O. Box 325 Albion, CA 95410	566-64-8714	\$900.00
9	Jonathan Peakall P. O. Box 61 Albion, CA 95410	006-76-6866	\$900.00
10	John Crowningshield P. O. Box 1231 Mendocino, CA 95460	554-11-7759	\$900.00
11	Harolde Searles P. O. Box 182 Elk, CA 95432	158-46-9378	\$900.00

**Annual Firefighter Compensation
December, 2011**

	NAME	SS#	2011 STIPEND
12	Joshua Smith P. O. Box 580 Albion, CA 95410	393-04-8390	\$300.00
13	Jason Hendricks P. O. Box 291 Albion, CA 95410	546-85-1321	\$300.00
14	Chris Johnson P. O. Box 129 Albion, CA 95410	220-96-2144	\$300.00
15	Jesse Martin 31130 Middle Ridge Road Albion, CA 95410	547-69-3367	\$150.00
16	Jaime Placido P. O. Box 358 Albion, CA 95410	552-31-8359	\$150.00
	Total Stipends		\$11,100.00

Alan Taeger

From: ted@ted.net
Sent: Friday, December 09, 2011 5:19 PM
To: Barbara and Ken Matheson
Cc: Alan Taeger; Rich Riley; Ed Petrykowski; terry kemp
Subject: Re: stipends

> Great work Ted. We should accept Ted's recommendations and pay the people he recommends. I assume a partial payment may be 50%? Ted do you want to refine it more than that.
> ken

Ken,

Commensurate with time, participation and contribution, I would recommend:

>> Josh Smith
~~\$300-450~~

>> Jason Hendricks
~~\$300-450~~

>> Chris Johnson
~~\$300-450~~

>> Jesse Martin
\$150

>> Jaime Placido
\$150

thanks,
ted

Alan Taeger

From: Ted Williams <ted@ted.net>
Sent: Friday, December 09, 2011 3:10 PM
To: Alan Taeger; Rich Riley; Ed Petrykowski; ken matheson; terry kemp
Subject: stipends

I located 131 call sheets. We had more incidents than recorded sheets (some call sheets were not filled out or were not transferred to the binder). To err on generosity, I suggest we use 131 as the total for the purpose of calculation. Training records do not take in to account ad hoc sessions. I've limited the list to current district employees (and Jeff Wall).

Qualified under to the new bylaws quotas:

Ted Williams

- + 83% (109) incidents
- + 65% (15) trainings
- + 100% (11) meetings

Marshall Brown

- + 47% (61) incidents
- + 78% (18) trainings
- + 90% (10) meetings

Scott Roat

- + 46% (60) incidents
- + 57% (13) trainings
- + 100% (10) meetings

Erica Geer

- + 43% (56) incidents
- + 52% (12) trainings
- + 100% (10) meetings

Andrew Crowningshield

- + 34% (45) incidents
- + 70% (16) trainings
- + 100% (10) meetings

Jeff Wall

- + 25% (33) incidents
- + 39% (9) trainings
- + 60% (6) meetings

Not qualified, but worthy of special consideration (Ted recommends including):

Brad Montgomery

- 10% (13) incidents
- 4% (1) training
- 30% (3) meetings
- + Since his return, many full days on vehicle inspection/repair.
- + He has put on training sessions for the new folks.
- + He recently returned. At current rate, he'll return to a top responder.
- + Seven hour trip to pick up new engine.
- + Drove engines to both structure fires.

Steve Acker

- 5% (7) incidents
- 17% (4) trainings
- + 70% (7) meetings

- + Tens of hours on mapping. Author of the map book.
- + Assisted in catching up district/ALRVFD accounting.
- + Drove a tender and shuttled water to both structure fires.

Jonathan Peakall

- + 27% (35) incidents
- 30% (7) trainings
- + 50% (5) meetings
- + Close to quotas. Organized at least one hands on training.

John Crowningshield

- + 27% (35) incidents
- + 38% (9) trainings
- 30% (3) meetings
- + Close to quotas. Working out of area brought his numbers down.

Harolde Searles

- + 20% (26) incidents
- 30% (7) trainings
- + 80% (8) meetings
- + Just short on training quota. He's also on Elk fire (same training night).

Not qualified (but see notes)

Josh Smith

- 15% (20 incidents)
- ? training
- + Voted in to ALRVFD from intern this year.
- + Name wasn't including on callsheets; could have been under counted.
- Ted recommends partial stipend.

Jason Hendricks

- 12% (15) incidents
- ? training
- + Name wasn't including on callsheets; could have been under counted.
- Ted recommends partial stipend.

Chris Johnson

- 8% (10) incidents
- 43% (10) trainings
- + Lives way out Navarro Ridge. Can't reach scene in time.
- + Our only Navarro Ridge firefighter. EMT & Class B driver.
- Ted recommends partial stipend.

Jesse Martin

- 3% (5) incidents
- ? trainings
- + Jesse joined during the transition. Good attendance.
- + He has trained on his own, with Ted, with Brad, in Ukiah.
- Ted recommends partial stipend.

Jaime Placido

- 3% (5) incidents
- ? trainings
- + Jaime joined during the transition. Good attendance.
- Ted recommends partial stipend.

David Ayster

Just re-joined.

Mark Anderson

- 1% / (1) incident
- 30% (7) trainings
- Mark lives in Comptche and has been on since before January 1, 2011.

Albion Residents Association
PO Box 415
Albion CA 95410

Nov. 29, 2011

Dear Albion-Little River Volunteer Fire Department,

The Albion Residents Association would like to comment on the recent discussion regarding a new fire house at the foot of Albion Ridge Rd. We have been involved in the protection of the Albion coastal zone for many years and often comment on coastal development permit proposals before and during the county hearings. New structures in the coastal zone are examined very closely by the County and the California Coastal Commission before approval.

While we do support the local Fire Department with contributions and taxes, we believe that the proposal of a new fire house on Albion Ridge Road opposite the Albion Grocery is not a good idea, for the following reasons:

- 1) The land designation in the General Plan is rangeland. Although there are several small parcels in the area, none of them is large enough to hold a major facility. The Fire Department would have to go through a General Plan amendment, a zoning change, and boundary line adjustments to get a parcel adequate for the purpose. This process could add tens of thousands of dollars to any proposal and would probably be contested, adding more expense.
- 2) The area is designated "highly scenic" in the Local Coastal Plan. There are very strict height limits in the "highly scenic" zone, which would probably restrict the building height to less than would be possible outside the Coastal Zone. Albion residents have opposed the encroachment of buildings into the viewshed. This particular site, opposite the store, would intrude on the pleasant view of the pastures that is the one attractive view from the town. A huge building and parking lots would degrade the character of the town, dominating the smaller buildings and miniscule parking lot.
3. The traffic situation near the store is extremely congested. A driveway for fire trucks would increase the congestion, be a traffic hazard and hinder the actions of the firefighters both arriving and exiting the driveway.
4. The Fire Department has land that can be used to extend the current firehouse in Albion, and another in Little River. It would be preferable to see any expansion of the facilities centered on these two sites rather than concentrating them in the Albion coastal zone.

5. The property tax assessment for the Fire Department was passed recently and residents are unlikely to pass any additional taxes for this purpose. The current building fund cannot accommodate the very high cost of building a new facility and the costly land use planning changes that would be necessary.

6. The addition of a proposed "community center" to the facility would only increase the size and cost of the building, parking, staffing, insurance and maintenance with no plans for running the center after it was built.

Please notify us of agenda items that relate to this proposal so that we may participate. Thank you again for everything you do to keep our community safe.

Thank you for considering these issues.

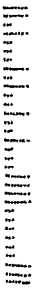
For the Albion Residents Association,
Melissa Hays
Rixanne Wehren
Tom Wodetzki

XBA
B. 4/5
Albion, CA
95410

Rec'd 20 Dec 11

Albion - Little River Fire Protection District
PO Box 634
Albion, CA 95410

440874 95410 CA 95410
19 DEC 2011 PM 12 L



Alan Taeger

From: Alan Taeger <ataeger@mcn.org>
Sent: Friday, January 06, 2012 3:04 PM
To: 'weerl@co.mendocino.ca.us'
Subject: Albion Little River Fire Protection District
Attachments: Bylaws Revision 111129 approved, signed.pdf; ALRFPD resolution (revolving fund) 111025.pdf; Board Minutes - 111025 Regular Meeting approved.doc; Board Minutes - 111129 Regular Meeting approved.doc; ALRFPD 2011-2012 BUDGET APPROVED REVISED 111208.xlsx; ALRFPD notice to county of FY 2011-2012 Budget Revised 111208.doc

Hello Lloyd,

Per our telephone conversation this morning please find the attached documents pertaining to changes to fiscal operations of the Albion Little River Fire Protection District as we discussed and as follows:

1. SB 288 changes to California Government Code section 53952 and 53961.

In a telephone conversation we had in October we discussed the requirements to implement the changes to allow a greater amount of the district budget to be kept in the revolving fund. At our regular business meeting on October 25, 2011 the board of directors of ALRFPD passed a resolution (certified copy attached) authorizing deposit of district funds into the revolving fund in an amount not to exceed 110% of 1/12th of the district's adopted budget for the current fiscal year.

You have advised us that for the purposes of calculation we may only include the budget items in "Services and Supplies" categories in our total FY budget (excluding employee expenses and capital expenses) to determine the maximum amount allowed in the revolving fund. Per our revised approved FY 2011-2012 budget (certified copy attached) approved at our December 8, 2011 regular business meeting the maximum amount allowed in the revolving fund would be 110% of 1/12th of \$135,000 = \$12,375. Currently we have an allowance for a maximum amount of \$3,000 to be held in the revolving fund. If the attached documentation is adequate we will provide a letter of request for a warrant for the difference (\$12,375 - \$3,000 = \$9,375) to deposit into the district revolving fund checking account.

2. Signature requirements for district accounts.

At our regular business meeting on November 29, 2011 the board of directors adopted revised bylaws (certified copy attached, certified approved minutes attached) which, among other changes, reduces the number of signatures required to authorize checks, warrants, and vouchers from two to one. Each of the members of the board of directors and the bookkeeper are authorized signers for each district account. Please note the changes and be advised that from now on vouchers will have a single signature.

Please let me know if you have any questions or if there are any issues with these changes. I would appreciate a timely response so that we may implement these changes as soon as possible. Our next regular business meeting is scheduled for January 12, 2012.

Thank you.

Alan Taeger, president, Board of Directors
Albion Little River Fire Protection District
ataeger@mcn.org

707 937 0154 home
707 489 3052 cell

RESOLUTION No. 111025
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
ALBION LITTLE RIVER FIRE PROTECTION DISTRICT

Whereas California Government Code sections 53952 and 53961 regarding the establishment of a revolving fund by special districts have been revised by the adoption of SB 288 on July 7, 2011, and

Whereas said revisions will become effective January 1, 2012, and

Whereas the Albion Little River Fire Protection District is an independent special district as defined in Government Code Section 56044, and

Whereas the Albion Little River Fire Protection District currently has a revolving fund established per existing code, and

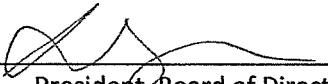
Whereas the revolving fund is necessary for the district to pay its bills in a timely and expeditious manner,

Therefore do we, the board of directors of the Albion Little River Fire Protection District, resolve to provide for the establishment of a revolving fund in accordance with Government Code Section 53952(b) in an amount not to exceed 110% of one-twelfth of the district's adopted budget for that fiscal year to commence on January 1, 2012.

We further resolve that the fund may be used to pay any authorized expenditures of the Albion Little River Fire Protection District, and that the president of the board of directors or the president's appointed board member designate as fiscal officer shall have authority to make disbursements from the fund.

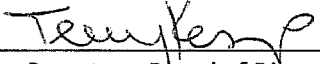
APPROVED, PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE ALBION LITTLE RIVER FIRE PROTECTION DISTRICT AT A REGULAR BUSINESS MEETING THIS 25TH DAY OF October, 2011.

AYES: 5
NOES: 0
ABSTAIN: 0
ABSENT: 0
VACANT: 0



Alan Taeger
President, Board of Directors of the Albion Little River Fire Protection District

Attest:



Terry Kemp
Secretary, Board of Directors of the Albion Little River Fire Protection District

Alan Taeger

From: ted@ted.net
Sent: Tuesday, January 10, 2012 9:24 PM
To: ataeger@mcn.org
Subject: Chiefs' Meeting (fwd)

Follow Up Flag: Follow up
Flag Status: Flagged

----- Forwarded message -----

Date: Tue, 10 Jan 2012 21:22:21 -0800
From: Universe of Bagpipes <bagpipes@hotpipes.com>
To: Ted Williams <ted@ted.net>
Cc: albionfirewatch@gmail.com
Subject: Chiefs' Meeting

Mr. Williams:

Tomorrow I am being honored for my 36 years of fire department service by my friends and former colleagues (some of whom I worked with for decades) at the Mendocino County Fire Chiefs' Association bimonthly meeting. I am very much looking forward to this. Among other things, it will help alleviate some of the ongoing emotional distress inflicted by the actions (and non-actions) of the ALRVFD and the ALRFPD since last summer and since my retirement nearly three months ago.

I request that there be no attempt by ALRVFD to interact with me in any way at this event. I do not know if you are planning to attend this meeting and obviously it is not appropriate for me to ask you not to do so. If you do attend, be advised that any direct or indirect attempt to interact with me in this venue, either personal or on behalf of the department, for whatever reason or (apparent) motive, will be most unwelcome to me and will very likely become embarrassing for everyone. If you are there I will stay as far away from you as possible and with all due respect I request that you do the same. Thank you.

Oliver Seeler
Chief (Retired) ALRVFD

Alan Taeger

From: Ted Williams <ted@ted.net>
Sent: Wednesday, January 11, 2012 9:07 AM
To: Alan Taeger; Rich Riley; terry kemp; ken matheson; Ed Petrykowski
Subject: Fwd: ALR update

In response to a letter I received from Oliver Seeler last night, I have decided that the benefits of attending the Chief's meeting this month are outweighed by the risk of a potential negative scene ensuing.

ted

Begin forwarded message:

From: Ted Williams <ted@ted.net>
Subject: ALR update
Date: January 11, 2012 8:56:33 AM PST
To: AVY C7400 Colin Wilson <firechief.avcsd@gmail.com>, "BCS Brooktrails Fire (E-mail)" <firedept@btcsd.org>, "BRG C8300 Steve Orsi (email)" <orsi8300@mcn.org>, "CMT Comptche Fire (E-mail)" <comptchefire@pacific.net>, "CS4 Debbie Pardee (E-mail)" <dpardee@calstar.org>, "EKV C7100 Jeff Roy (E-mail)" <jeffroy@mcn.org>, "EKV Elk Fire (E-mail)" <elkfire@mcn.org>, HOP Fire <chief@hoplandfire.org>, "LEG Leggett Fire (E-mail)" <leggettfire@gmail.com>, "LTL Little Lake Fire (E-mail)" <willitsfire@sbcglobal.net>, "LVF C5100 Jim Little (E-mail)" <jlittle@mcn.org>, "LVF Laytonville Fire (E-mail)" <laytfire@mcn.org>, "Mendocino Fire (E-mail)" <mvfd@mcn.org>, MND C8400 <c8400@mcn.org>, Nancy Stipe <nancywillitsfire@sbcglobal.net>, "POT C6300 Bill Pauli (E-mail)" <bpauli@pauliranch.com>, "PRC C5600 Tim Kloiber (Email)" <kpmracing1@aol.com>, "PTA C7300 Mike Suddith (E-mail)" <suddith@hughes.net>, REHIT Wayne Briley <brielyw@co.mendocino.ca.us>, RVF B6205- Brendan Turner <bc6205@gmail.com>, "RVF Redwood Valley Fire (E-mail)" <rvcfd@comcast.net>, "SCF C7500 Leighton Nelson (E-mail)" <leighton@mcn.org>, UKH B6503 Chuck Yates <cyates@cityofukiah.com>, UKH B6504 Kevin Jennings <kjennings@cityofukiah.com>, UKH C6500 Chris Dewey <cdewey@cityofukiah.com>, "Ukiah Valley Fire (E-mail)" <uvfd@mcn.org>, "UKV C6400 Dan Grebil (E-mail)" <grebil@sonic.net>, Whale Gulch Fire - Blu Graham <whalegulchfire@gmail.com>, "WPF C8500 Sebastian \"Beck\" Regalia (E-mail)" <beck@mcn.org>, "WPF Westport Fire (E-mail)" <wvfd@hughes.net>

Dear Mendocino County Chiefs,

I will not be attending the MCFCA meeting today.

A brief update on department progress:

- 25 volunteers with additional applications pending (mix of new/returning)
- 9 firefighters completed Driver/Operator 1A (thanks Ukiah Valley, Comptche)
- 2 firefighters completed an EMT course
- received a type III engine from USFS (thanks CalFire, USFS)
- 3 firefighters registered to begin the Fire Academy (with additional contemplating feasibility)
- myriad of vehicle repairs, PPE upgrades, stocking of engine essential

Our primary focus at this stage is training.

Happy new year and I look forward to seeing you at the next meeting.

Ted Williams
(707) 937 3600
Albion Little River Fire Protection District

ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
P. O. BOX 634
ALBION, CA 95410

December 26, 2011

Savings Bank of Mendocino County
P. O. Box 687
Mendocino, CA 95460

Please be advised that the board of directors of the Albion Little River Fire Protection District at its November 29, 2011 regular business meeting approved revisions to the district bylaws to allow for a single signature to be used for checks and drafts on district funds in checking and savings accounts as well as for access to the district safe deposit box. On a visit on to the bank December 21, 2011 I presented a copy of the revised bylaws to Debbie Pearl for reference.

Please prepare new signature cards for our accounts that reflect this change. There are no other changes to be made to these accounts.

Authorized signatures are to be the same as existing and as follows:

Alan Taeger

Ed Petrykowski

Richard Riley

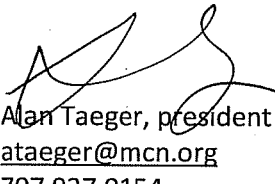
Terry Kemp

Kenneth Matheson

Katsiarina Gregonis

Please contact me if you have any questions or need further information.

Sincerely,


Alan Taeger, president
ataeger@mcn.org
707 937 0154

ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
P. O. BOX 634
ALBION, CA 95410

December 26, 2011

Savings Bank of Mendocino County
P. O. Box 687
Mendocino, CA 95460

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Please prepare new signature cards for our accounts that reflect this change. There are no other changes to be made to these accounts.

Authorized signatures are to be the same as existing and as follows:

Alan Taeger	94-6000520
Ed Petrykowski	08113693
Richard Riley	SDBox 273
Terry Kemp	
Kenneth Matheson	
Katsiarina Gregonis	

Manager said because of the 2 EIN's we need to have 2 letters. The letters with the EIN# and account# as have been separated on the left.

And signed by 2 signers.

Please contact me if you have any questions or need further information.

Sincerely,



Alan Taeger, president
ataeger@mcn.org
707 937 0154

26-158 3790
08146784
28393822

RECEIVED
12/28/11

**TRANSFER ORDER
EXCESS PERSONAL PROPERTY
GSA CONTROL NUMBER: 0000**

TO: GENERAL SERVICES ADMINISTRATION
CA - NORTHERN
450 GOLDEN GATE AVENUE
4 WEST MB-15
SAN FRANCISCO, CA 94102-3434

PACIFIC RIM CA - NORTHERN
1-415-522-3045
(FAX) 1-415-522-3043

HOLDING AGENCY:
USFS MENDOCINO NF
825 N. HUMBOLDT AVE.
WILLOWS, CA 95988

LOCATION OF PROPERTY:
REGIONAL ENGINEERING, MENDOCINO NF
825 N. HUMBOLDT AVE.
WILLOWS, CA 95988

ACTIVITY ADDRESS CODE: 1291S8
AGENCY CONTROL NUMBER: CAVBURK1CA0027

ORDERING AGENCY:
R5 USFS
1323 CLUB DR
VALLEJO, CA 94592
1-707-562-8905
(FAX) 1-707-562-9056
PBEALE@FS.FED.US

ACCOUNTABLE OFFICE:
CALIFORNIA DEPARTMENT OF FORESTRY MENDOCINO UNIT
17501 N. HIGHWAY 101
WILLITS, CA 95490
1-707-459-7400
(FAX) 1-707-459-3041

REQUESTER: VALARIE GRAFFT
FAX TO: 1-707-459-7437

SHIP TO:
GRAFFT, VALARIE
17501 N HWY 101

WILLITS, CA 95490
1-707-459-7410
VALARIE.GRAFFT@FIRE.CA.GOV

SHIPPING INSTRUCTIONS:

<u>ITEM CONTROL NO.</u>	<u>STOCK NUMBER</u>	<u>REP</u>	<u>QUANTITY</u>	<u>UI</u>	<u>UNIT COST</u>	<u>COND</u>
0000	2320	N	1	EA	\$90,283.00	

DESCRIPTION: TRUCKS AND TRUCK TRACTORS, WHEELED
FEPP TYPE: FIRE, MODEL 60, 4X2
SRD:

MENDOCINO NF

B-6112

CERTIFICATION: Transfer of property on this requisition is requested under the provision of the Federal Property and Administrative Services Act of 1949, as amended (P.L.95-519), and Section 7 of the Cooperative Forestry Assistance Act of 1976 (P.L. 95-313). This requisition covers the acquisition of Federal excess personal property for use authorized by the Department of Agriculture for fire control activities. This property is not being acquired for sale, exchange, or trade-in and will be disposed of in accordance with instructions issued by the Forest Service.

/s/ THOMAS LUTZENBERGER
(Signature - State Forester)

12/01/2011
(Date)

ORDERING AGENCY APPROVAL:

SIGNATURE *Penny Bra...*
DATE 12/1/2011
TITLE Property Management Officer
FAX 1-707-562-9056

GSA APPROVAL:

SIGNATURE _____
DATE _____

TOTAL LINES: 1

TOTAL VALUE: \$90,283.00

**ITEM LIST COMMENTS
EXCESS PERSONAL PROPERTY
GSA CONTROL NUMBER: 0000
AGENCY CONTROL NUMBER: CAVBURK1CA0027**

SPECIAL JUSTIFICATION: _____

ITEM CONTROL NUMBER: 0000

TRUCKS AND TRUCK TRACTORS, WHEELED

COMMENT: FS-6112 1194 FORD MODEL 60, 4X2, VIN 1FDXF80E1SVA18192

DISAPPROVAL:

JUSTIFICATION:

Received/Signed By: _____

Printed Name: _____

Date: _____

Alan Taeger

From: Ted Williams <ted@ted.net>
Sent: Sunday, December 11, 2011 2:21 PM
To: Alan Taeger
Subject: USFS truck

USFS serial: FS-6112
11/94 Ford Model 60, 4x2
VIN: 1FDXF80E1SVA18192

Model F800
Year 1995 4x2
8.3L L6 diesel

RESOLUTION No. 120112.1
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
ALBION LITTLE RIVER FIRE PROTECTION DISTRICT

Whereas revised Albion Little River Fire Protection District (District) bylaws section 1012 – Procurement (adopted November 29, 2011) provides for the establishment of a District credit card account and

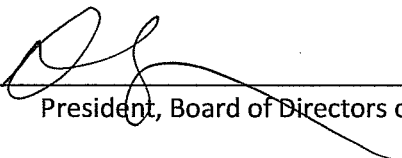
Whereas California Special Districts Association, in association with Bank of the West has offered member districts a District Purchasing Card account tailored to needs of special districts at favorable rates,

Therefore do we, the board of directors of the Albion Little River Fire Protection District, resolve to apply for a CSDA District Purchasing Card from Bank of the West through the California Special Districts Association card program.

We further resolve that District President Alan Taeger be authorized as district representative to negotiate and sign a District Purchasing Card account agreement with Bank of the West and CSDA.

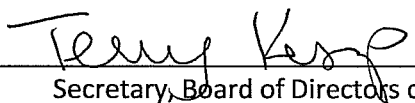
APPROVED, PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE ALBION LITTLE RIVER FIRE PROTECTION DISTRICT AT A REGULAR BUSINESS MEETING THIS 12TH DAY OF JANUARY, 2012.

AYES: 5
NOES: 0
ABSTAIN: 0
ABSENT: 0
VACANT: 0



Alan Taeger
President, Board of Directors of the Albion Little River Fire Protection District

Attest:



Terry Kemp
Secretary, Board of Directors of the Albion Little River Fire Protection District

RESOLUTION No. 120112.2
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
ALBION LITTLE RIVER FIRE PROTECTION DISTRICT

Whereas revised Albion Little River Fire Protection District (District) bylaws section 1012 – Procurement (adopted November 29, 2011) provides for the reduction of the number of signatures required (from two to one) for authorizing District expenditures and

Whereas current efficient procurement, accounting and bookkeeping practices require electronic access to District bank accounts and


Whereas the reduction in number of signatures required for authorizing District expenditures to one signature qualifies our bank accounts for electronic banking services,

Therefore do we, the board of directors of the Albion Little River Fire Protection District, resolve to apply for electronic banking services and access for all District bank accounts.

We further resolve that District President Alan Taeger be authorized as district representative to negotiate and sign any necessary agreements for electronic banking services.

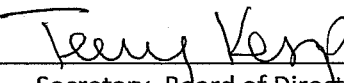
APPROVED, PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE ALBION LITTLE RIVER FIRE PROTECTION DISTRICT AT A REGULAR BUSINESS MEETING THIS 12TH DAY OF JANUARY, 2012.

AYES: 5
NOES: 0
ABSTAIN: 0
ABSENT: 0
VACANT: 0



Alan Taeger
President, Board of Directors of the Albion Little River Fire Protection District

Attest:



Terry Kemp
Secretary, Board of Directors of the Albion Little River Fire Protection District

RESOLUTION No. 120112.3
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
ALBION LITTLE RIVER FIRE PROTECTION DISTRICT

Whereas Albion Little River Fire Protection District (District) mission "is to provide ...resources necessary for the protection of life and property in the Albion and Little River communities..." and

Whereas it is the policy of the District to "seek additional funding from all possible sources (local, regional, national) to further enhance the capabilities of the supported agencies" and

Whereas the currently existing District joint checking account with Mendocino County is restricted to deposits of county administered funds and


Whereas other currently existing District checking and savings accounts are established for dedicated fire station building fund donations and expenses,

Therefore do we, the board of directors of the Albion Little River Fire Protection District, resolve to apply for additional checking and savings accounts (one each) to facilitate receipts of general donations to the District. Per District bylaws one signature will be required to authorize expenditures from these accounts. Each District board member and the District bookkeeper will be signatories on each account.

We further resolve that District President Alan Taeger be authorized as district representative to negotiate and sign any necessary agreements for these additional accounts.

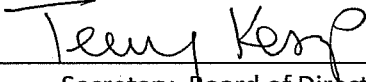
APPROVED, PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE ALBION LITTLE RIVER FIRE PROTECTION DISTRICT AT A REGULAR BUSINESS MEETING THIS 12TH DAY OF JANUARY, 2012.

AYES: 5
NOES: 0
ABSTAIN: 0
ABSENT: 0
VACANT: 0



Alan Taeger
President, Board of Directors of the Albion Little River Fire Protection District

Attest:



Terry Kemp
Secretary, Board of Directors of the Albion Little River Fire Protection District

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
BUSINESS MEETING MINUTES**

Thursday, January 12, 2012, 7:00 pm, Station 810, 33900 West Street (behind Albion Grocery), Albion, CA

1. **Call to order and determination of a quorum:** The meeting was called to order at 7:06 pm by President Alan Taeger at the conclusion of a brief meeting of the Albion Little River Volunteer Fire Department Inc. Board members present were Ken Matheson, Rich Riley, Ed Petrykowski and Terry Kemp. Firefighters attending were Acting Chief Ted Williams, Brad Montgomery, Sam Levine, Jessie Martin, Marshall Brown, Harold Searles, Jaime Placido, Chris Johnson, Scott Roat, Erica Geer, Andrew Crowningshield, John Crowningshield, Jonathan Peakall, Josh Smith, Jason Hendricks, Andrea Pennebaker, Dennis Sweet, Adam Mathews, Tim Gitchel, Citlali Calvillo, and Steve Acker. Firefighters not present: Dave Ayster, Mark Anderson and Jeff Wall. Also attending: Steve Wolfe, Debbie Wolfe, Emily Scott and Mike Rees.
2. **Public communication to the board:** None.
3. **Fire department business:**
 - a. **Chief's Report:** Acting Chief Williams presented a written report of fire department activities which is attached.
 - b. **Fire department operations discussion:** Fire department operations issues and responses to chief's report were discussed.
4. **Previous meeting minutes:** The minutes of the December 8, 2011 regular business meeting were approved as amended by unanimous vote of the board on a motion by Ken.
5. **Communications to the board:** Communications to the board were presented, see attached sheet with summary.
6. **Financial report:** Current financial statements for the district were presented.
7. **Items for consideration and possible action:**
 - a. **Fire department personnel:** The board reviewed new employment applications for the position of probationary volunteer firefighter from Andrea Pennebaker, Adam Mathews, Timothy Gitchel, Dennis Sweet and Emily Scott presented by Chief Williams with a recommendation they be hired. Chief Williams also recommended approval of award of regular volunteer firefighter status for probationary volunteer firefighters Jesse Martin and Jaime Placido. All Chief Williams recommendations were approved by unanimous vote of the board on a motion by Ken.
 - b. **Election of fire department officers:** By majority secret ballot vote of attending active regular volunteer firefighters Ted Williams was nominated as sole candidate for the position of chief of the district. Ted's nomination was accepted by the board and he was elected chief by unanimous vote of the board on a motion by Ken. The following fire department officers were then elected by nominations and secret ballot elections by attending active regular volunteer firefighters: Assistant Chief - Brad Montgomery; Captain - Jonathan Peakall; Captain - Andrew Crowningshield; Captain - Marshall Brown.
 - c. **FY 2011-2012 Budget Review and Revision:** No action taken.
 - d. **Banking:** The board discussed modification of current banking and fiscal procedures and took the following action:
 - i. The board voted to establish a district credit card account by unanimous approval of Resolution 120112.1.
 - ii. The board voted to establish electronic banking capabilities for all district bank accounts by unanimous approval of Resolution 120112.2.
 - iii. The board voted to establish additional checking and savings accounts to facilitate receipt of general donations to the district by unanimous approval of Resolution 120112.3.
 - iv. Resolution to establish the new maximum amount of the county/district revolving fund was not required and no action was taken on this item. Previous authorization letter to county auditor was sufficient for establishment of new fund limits.
 - e. **Apparatus liquidation:** At the recommendation of Chief Williams and the firefighters the Board voted unanimously on a motion by Ken to decommission the district's 1973 Van Pelt type I fire engine currently designated 8182 and keep it for repair parts for other similar district owned vehicles.
8. **Committee reports:**
 - a. **New fire station committee.** Bob Schlosser is still waiting for final shop drawings from Empire Steel
 - b. **Vehicle committee.** See Chiefs report
 - c. **Parcel tax committee.** No report.
9. **Directors' discussion:** Rich reminded everyone of the scheduled Board annual evaluation meeting set in the bylaws for the third Wednesday of January.
10. **Next meeting schedule:** Annual evaluation meeting Wednesday 1/18/12 at 7:00 pm. Regular business meeting Thursday, February 9, 2012, 7:00 pm.
11. **Adjournment:** Meeting adjourned at 8:50 pm.

Attachments

Fire Chief's Report, 12 January, 2012, by Ted Williams

- **Applications Received**
 - Andrea Pennebaker (approved by Chief, subject to board review)
 - Adam Matthews (approved by Chief, subject to board review)
 - Timothy Gitchel (approved by Chief, subject to board review)
 - Andy Gitchel
 - Dennis Sweet (approved by Chief, subject to board review)
 - Emily Scott (approved by Chief, subject to board review)
- **Guests / Applications Anticipated**
 - Steve Wolfe
 - Debbie Wolfe
- **Recommendation for full firefighter employee status**
 - Jesse Martin
 - Jaime Placido
- **New Vendor Accounts**
 - JME Ellsworth (fittings, hose, pump equipment)
 - TheFireStore (PPE, tools)
- **Purchases (noteworthy, not exhaustive)**
 - 8162: Pike Pole, Roof ladder
 - 812/811: Foam Wrenches
 - 8170: Sledge Hammer, Fireman's Crowbar, Bolt cutter, Axe
 - Stations/Engines: 2.5" PVC Suction Hose, Uncoupled, 100 feet
 - (5) Structural Helmets with goggle system (model 360S)
 - (1) ESS Structure Goggles
 - (9) Gloves, NFPA
 - (5) Gear bags
 - (10) Replacement NFPA/ESS structure goggle lens
 - (5) Book: Essentials of Fire Fighting and Fire Department Operations (5th Edition)
 - (1) Book: Vehicle Extrication: Levels I & II: Principles And Practice
 - (4) Pulse Oximeter (FDA approved for clinical)
 - medical supplies for routine restocking of cabinets/bags
 - (5) Kenwood VHF portables (model TK-2170)
 - (7) Motorola Minitor V pagers
- **Incident Log**
 - In the intervening period between the Albion-Little River Fire Protection District regular meetings held Tuesday, December 8th and today, January 12th, we were dispatched and responded to thirteen incidents consisting of 12 medical and 1 residential fire alarm (false).
 - 2011008684 12/08/2011 15:16:12 MEDA
 - THE WOODS @ 43300 LITTLE RIVER AIRPORT RD ,LITR
 - Ted Williams (IC, MedGroup)
 - Brad Montgomery
 - 2011008725 12/10/2011 14:37:01 MEDD
 - THE WOODS @ 43300 LITTLE RIVER AIRPORT RD #LODGE ,LITR
 - Brad Montgomery (IC, 8131)
 - Marshall Brown (MedGroup)
 - Ted Williams
 - Jesse Martin
 - 2011008828 12/14/2011 18:07:14 MEDD
 - THE LODGE AT THE WOODS @ 43300 LITTLE RIVER AIRPORT RD #LODGE ,LITR
 - Marshall Brown (IC, MedGroup, 8132)
 - Ted Williams
 - Brad Montgomery
 - Jaime Placido
 - Citali Calvillo
 - 2011008853 12/15/2011 18:03:52 MEDA
 - THE WOODS @ 43300 LITTLE RIVER AIRPORT RD #49 ,LITR
 - Andrew Crowningshield (IC, 8131)
 - Brad Montgomery
 - Erica Geer (Cancelled)
 - Jaime Placido
 - John Crowningshield
 - Marshall Brown
 - Scott Roat
 - Ted Williams

- 2011008897 12/17/2011 19:00:12 MEDB
 - 40551 LITTLE RIVER AIRPORT RD ,LITR
 - Ted Williams (IC)
 - Brad Montgomery
- 2011008964 12/20/2011 11:12:01 MEDA
 - THE WOODS @ 43300 LITTLE RIVER AIRPORT RD #49 ,LITR
 - Sam Levine (MedGroup, 8131)
 - Brad Montgomery
 - Scott Roat
 - Ted Williams (IC)
- 2011008991 12/21/2011 11:30:50 MEDC
 - 40415 LITTLE RIVER AIRPORT RD ,LITR
 - Sam Levine (MedGroup)
 - Andrew Crowningshield
 - Brad Montgomery (IC)
 - Ted Williams
- 2011009028 12/22/2011 14:59:00 MEDA
 - 31200 MIDDLE RIDGE RD ,ALBI
 - Ted Williams (IC, MedGroup)
 - Brad Montgomery (8132)
 - Harolde Searles
 - Andrea Pennebaker
 - Andrew Crowningshield
- 2012000021 01/01/2012 18:34:25 FFA
 - 7020 N HWY 1 ,LITR
 - Complete check of residence, RP present
 - Scott Roat (IC)
 - Brad Montgomery (8191)
 - Erica Geer
 - Jonathan Peakall (8130)
 - Sam Levine
 - Ted Williams (8162)
- 2012000029 01/02/2012 04:56:40 MEDA
 - THE LODGE AT THE WOODS @ 43300 LITTLE RIVER AIRPORT RD #LODGE ,LITR
 - John Crowningshield (IC, 8131)
 - Sam Levine (MedGroup)
 - Brad Montgomery (8132)
 - Ted Williams
- 2012000030 01/02/2012 09:11:41 MEDA
 - 3700 ALBION LITTLE RIVER RD ,LITR
 - Brad Montgomery (8130)
 - John Crowningshield
 - Jonathan Peakall (MedGroup)
 - Marshall Brown (Cancelled)
 - Sam Levine (8131)
 - Scott Roat (Cancelled)
 - Ted Williams (IC)
- 2012000080 01/04/2012 10:30:20 MEDA
 - THE LODGE AT THE WOODS @ 43300 LITTLE RIVER AIRPORT RD #LODGE ,LITR
 - Ted Williams
 - Sam Levine
 - Brad Montgomery
 - Jaime Placido
 - John Crowningshield
 - Andrew Crownshield (IC)
 - Marshall Brown (MedGroup)
 - Scott Roat
- 2012000205 01/09/2012 21:39:35 MEDA
 - THE WOODS @ 43300 LITTLE RIVER AIRPORT RD #49 ,LITR
 - Marshall Brown (IC, MedGroup)
 - Andrew Crowningshield
 - John Crowningshield
 - Sam Levine

- Ted Williams
- Brad Montgomery (Cancelled)
- Tim Gitchel (Cancelled)
- Adam Matthews (Cancelled)

Training Completed:

- 12/01/2011 - Vehicle Extrication (4 hours)
 - Marshall Brown, Andrew Crowningshield, Erica Geer, Jason Hendricks, Chris Johnson, Jesse Martin, Brad Montgomery, Jaime Placido, Scott Roat, Josh Smith, Ted Williams
- 12/15/2011 - Extrication (3+ hours)
 - Marshall Brown, Brad Montgomery, Andrew Crowningshield, John Crowningshield, Erica Geer, Jason Hendricks, Chris Johnson, Scott Roat, Josh Smith, Jesse Martin, Jaime Placido, Ted Williams
- 12/22/2011 - Engineering 8162/8170/8131/8191, Nozzle technique (3.5 hours)
 - Brad Montgomery, Andrew Crowningshield, Erica Geer, Ted Williams, Jaime Placido, Dennis Sweet, Sam Levine, Jesse Martin, Dave Ayster, Andrea Pennebaker, Citlali Calvillo, Marshall Brown, John Crowningshield, Josh Smith
- 12/29/2011 - Engineering 8181 / ICS / Radios / Communications (3 hours)
 - Steve Acker, Marshall Brown, Citlali Calvillo, John Crowningshield, Erica Geer, Sam Levine, Brad Montgomery, Andrea Pennebaker, Scott Roat, Ted Williams, Adam Mathews, Tim Gitchel, Andy Gitchel
- 12/??/2012 - Driving
 - Ted Williams, Jesse Martin
- 01/01/2012 - Driving
 - Ted Williams, Jaime Placido
- ??/??/2012 - Driving
 - Brad Montgomery, Citlali Calvillo
- 01/02/2012 - Driving
 - Ted Williams, Jesse Martin, Scott Roat
- 01/03/2012 - Driving
 - Brad Montgomery, Jaime Placido
- 01/03/2012 - Driving
 - Ted Williams, Marshall Brown, John Crowningshield, Andrew Crowningshield
- 01/03/2012 - Driving
 - Ted Williams, Adam Matthews, Tim Gitchel
- 01/03/2012 - Driving
 - Brad Montgomery, Josh Smith
- 01/04/2012 - 01/08/2012 - Driver/Operator 1A (40 hours)
 - Andrew Crowningshield, Adam Matthews, Tim Gitchel, Marshall Brown, John Crowningshield, Scott Roat, Jesse Martin, Jaime Placido, Josh Smith
- 01/05/2012 - Engine 8170 (2.5 hours)
 - David Ayster, Marshall Brown, John Crowningshield, Andrew Crowningshield, Jason Hendricks, Sam Levine, Brad Montgomery, Jaime Placido, Josh Smith
- 01/05/2012 - Orientation / Safety (2 hours)
 - Dennis Sweet, Erica Geer, Adam Matthews, Tim Gitchel, Steve Wolfe, Debbie Wolfe, Ted Williams
- 01/07/2012 - Tender, hose lay, overhead tank fill
 - Brad Montgomery, Jason Hendricks
- 01/12/2012 - 8170 pump and hose operations
 - Brad Montgomery, Emily Scott

Trainings Planned (not in this order):

- Erica Geer is coordinating all training activity.
- Small group ad-hoc training (in addition to planned weekly sessions) is encouraged.
- Pump Hose Lay
- Dump Tank
- CPR/First Aid
- SCBA
 - Invitation from Comptche Fire
- Radios
- Boat / Water
 - Invitation from Mendocino Fire
- Power Lines
- Ventilation
- Extrication
- Traffic Control

Fire Academy registrations:

- Brad Montgomery, Jaime Placido, Josh Smith, Emily Sweet (pending)

Fund Raising, Gifts, Service Fees:

- Albion-Little River Volunteer Fire Department, Inc received \$200 (\$315 net) from the Little River Inn concert series.

Development:

- Began issuing pulse oximeters to firefighters (after switching from \$275 model to sub-\$25 FDA approved model).
- Began issuing blood pressure sets as a training tool.
- Issuing Essentials of Fire Fighting and Fire Department Operations to all firefighters.
- The district lacks functioning draft systems for filling engines/tenders both at scene and at stations. In recent times, suctioning from station tanks has been discouraged due to a previous tank collapse. Gravity fill is slow -- it can take greater than half an hour to fill a tender from a station tank. We are working on solutions. Jaime Placido has volunteered to install proper vents on the station tanks so that apparatus pumps can be utilized. Brad Montgomery plans to build and stock draft lines for our fleet.
- Tim Gitchel (a certified marine mechanic) and Adam Matthews created an inventory of our boat equipment. There is demand for water trainings. We plan to start by sending our interested firefighters to Mendocino's water trainings.
- As requested by the district board, Ted Williams researched the LiveScan application process. A form with instructions for special districts is available at http://ag.ca.gov/fingerprints/forms/city_county.pdf
- Dirk Dooley (Mendocino Fire) has offered assistance with the SCBA fit test. We need to fit test our firefighters annually.
- Ted Williams has been investigating Compressed Air Foam Systems as a possible ingredient in our long term plan.
- Sally Swan (Mendocino Fire) has invited us to send a group to Mendocino on January 21, 1100 at station 840, to watch Mendocino's pump training.
- Kent Stanley (Mendocino Department of Transportation) came to look at the road condition outside station 810. Based on maps, he concluded that the road is not a county road. Ted Williams was not able to find an APN for the road. Board member Ed Petrykowski has taken an action item of resolving ownership of the road.
- Ted Williams talked to a district property owner regarding a new district assessment. I believe the district needs to clarify that the assessment is for legal parcels and not simply APNs (which can be created simply for ease of mapping).
- Engine 8170, the USDA Forest Service type III engine, was placed in service. There will be some shuffling while vehicles are exchanged with Fort Bragg Diesel for repair, but we anticipate the near term home for this engine to be station 812.
- Our TODO lists are long. Safety and training are taking priority.
- It should be noted that the ALRVFD, Inc covered hotel stay and meals for the nine firefighters who attended the 40 hour Driver/Operator 1A course in Ukiah.
- A CalFire Model 11 type III engine (1200 gallon + foam) has become available for approximately \$3,000. District firefighters have been discussion this vehicle and how it would fit the Navarro Ridge / station 815 component of the long term plan. The discussion should continue between firefighters and the district board.
- District firefighters have been discussing a 1200 gallon type III engine available from CalFire for approximately \$3,000 as a potential upgrade for station 815 (Navarro Ridge).

Station Maintenance

- The standby generator at station 810 is not functional. The board should provide guidance as to whether to pursue repair.
- Mendocino Coast Water Works provided a written cost estimate for plumbing repairs at station 810. \$1985 includes "Cost estimate for re- pipe of failing drainage system on west side of building. Scope of work to include replacement of 2" cast iron for kitchen sink, laundry, and lavatory sink. New piping to extend to existing connections underneath. *Additional quote supplied for new gas service from tank to entry for kitchen. Gas run underground with new shut off."
- Mendocino Coast Water Works discovered an above ground propane line hidden in the grass. An estimate of \$675 was offered for "Trenching, Pipe, Labor" to remedy.

Vehicle Maintenance

- Engine 8182
 - Brakes not functional.
 - Out of service.
 - The district should provide guidance regarding direction. Fix or dispose?
- Engine 8170
 - Fittings ordered and installed
 - Hose and gear bunked
 - Radio mounted and wired (antenna missing)
 - Clutch adjusted
 - TODO:
 - Apply decals
 - mount booster (1") hoses
 - test foam system (and perhaps repack mixer)
 - source overhaul kit for priming pump, rebuild and reinstall
- Engine 8163
 - Currently at Fort Bragg Diesel for:
 - plumbing leak
 - replace siren housing
 - rewire code 3
 - radio electrical supply
 - replacement of leaky transfer case air control switches

- Rescue 8132
 - Bad alternator replaced with an upgraded alternator.
 - Sticky ignition switch repaired.
 - Out of service due to fuel leak.
 - Needs glow plugs, glue plug wire and injector fuel return lines.
- Tender 8191
 - Needs to visit Fort Bragg Diesel for air leak in the steering control valve

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
BUSINESS MEETING JANUARY 12, 2012
COMMUNICATIONS TO THE BOARD**

- 12/19/11 Alan and other board members received California Special District Association publication "Special District Board Member/Trustee Handbook" via USPS.
- 12/20/11 Received a letter by USPS from Albion Residents Association dated November 29, 2011 and postmarked December 19, 2011 with comments on possible fire station/community center across from Albion Post Office.
- 12/26/11 Alan sent a letter by USPS to Savings Bank with a request to change signature requirements on all our accounts from two signatures required to one signature required per bylaws approved November 29, 2011.
- 12/26/11 Received California Special Districts Association 2012 Education Catalog by USPS.
- 12/28/11 Received \$200 donation by USPS from Rod Lorimer, Albion.
- 1/6/12 Alan sent a letter with attachments by email to Lloyd Weer, assistant county auditor, with a request to implement changes to the district/county revolving fund checking account permitted by passage of SB 288 and signature requirements changed in bylaws adopted November 29, 2011.
- 1/10/12 Chief Williams received a letter by email from Oliver Seeler announcing that he was going to be honored at the Mendocino County Fire Chiefs' Association bimonthly meeting to be held this day and requesting that Ted not interact with Oliver in any way at the meeting.
- 1/11/12 Chief Williams sent a letter by email to each of the chiefs of the Mendocino County Fire Chiefs' Association announcing that he would not be attending this day's meeting and included a brief report on Albion Little River Fire Department activities.
- 1/12/12 Alan placed a telephone call to Lloyd Weer to ask if the information provided on January 6, 2012 is adequate. Lloyd confirmed that the information is adequate and that we are authorized to increase the amount in our revolving fund and to use one signature for checks and warrants.