

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
BUSINESS MEETING MINUTES**

Wednesday December 9, 2015 6:15 PM

Albion School, 30400 Albion Ridge Road, Albion CA

- 1. Board of Directors Meeting:** Call to order at 6:25 pm. Skyhawk, Wolfe, Roat and Taeger present. Issel entered at 6:39 pm
- 2. Closed Session:** The Board of Directors as well as Chief Williams, retired board member Rich Riley as consultant, and Clerk Spring went into session with Counsel regarding possible litigation.
- 3. 7:29 Reconvene to Open Session**
 - a.** Call to Order: All Directors were present.
 - b.** Closed Session Report: Staff was directed to schedule an appeal session with Commercial Timber appeals regarding Measure M.
 - c.** Approval of agenda: 5 Y 0 N
- 4. Approval of Minutes:** Minutes from Special Meeting of November 7, 2015 and Business Meeting of November 11, 2015. 5Y 0N
- 5. Public Comment:** Malcolm Macdonald presented his appeal to the Board.
- 6. Financial Report:** Current financial report was presented to the Board.
- 7. Chief's Report:** Held to future meeting.
- 8. Subcommittee Reports:**
 - a. Compressed Air Foam System on truck 8162:** Issel reported that on November 10th the truck was being tested and 5-10 minutes in a fitting came free and caused an oil leak. Repairs have been made. Some switches need to be changed out and we are still waiting for some nozzles from Darley. Issel recommends sending a few personnel to a Darley training in OR.
 - b. Station 811 Building modifications:** The committee reported that there are a few issues. 1. There is no header on the west wall. There are no drawings of the building.

- c. **Critical Incident Counseling:** Ted and Chris have been working on this. They are looking for an additional person besides Steve Siler. They are looking into whether the insurance company will cover any of this. Skyhawk will draft a policy to present next month. He expressed that he would like this to be at the discretion of personnel, it may need to be automatic. Taeger expressed that this needs to be sorted out with the fire fighters. Chis will attend the next fire meeting.
- d. **Friends of ALRFPD Report: VFA Grant award:** Fire hose has been approved. VFA grant was awarded as a matching grant. The Board is very grateful for the help from “Friends”
- e. **Measure M Appeals:** Covered earlier.

9. Director’s Discussion: Individual Board members may discuss topics of concern to the District

- a. **Mendocino County Association of Fire Districts Report:** Taeger sent a copy of minutes from the last meeting. Main topics; ballot ordinance for Board of Supervisors to provide EMS and Fire with Prop 172 funds. Statewide most funds have gone to law enforcement. The three different ways to deal with the ordinance were discussed. The Association seems to be gaining steam, new districts are still joining. The next meeting will be next Wednesday. Wolfe pointed out she is no longer on the committee. She also reminded the committee to make sure to follow up on Ted’s request to discuss training.
- b. **Station 813 easement status:** The station of Middle Ridge straddles two properties. The District has a prescribed easement not a deeded one. Taeger recalls a document from the parcel that is not on the market. He suggested that Roat contact the owner of the parcel not on the market and get a history. Roat is the 813 subcommittee and he will report back.
- c. **District Phone:** Skyhawk and Taeger spoke regarding a Google number and how the board will deal with it. It was explained that a number can be set up tied to Board@Albionfire.com. After a message is received Taeger feels the President should make sure

the correct person deals with it. Ted, Skyhawk and Taeger will set it up.

- d. **Strategic Plan grant submission:** Issel is project manager. He said he will need help with the strategic plan. He addressed why he feels a plan is important.
- e. **Long term planning for vehicles 8130, 8131, 8181:** Issel has been corresponding with a consultant on this matter. Issel recommends that the #1 priority be replacing 8181.
- f. **Strategic planning priorities: see above**
- g. **Special Annual Evaluation Session:** Scheduled for Wednesday January 20th at 6:00 pm
- h. **Other topics of concern:** Wolfe went to the bank to change the signature cards. This matter will be discussed at a later time. Taeger feels things are missing from the Agenda packet. He would like to see as much information as possible available 72 hours prior to meeting.

10. Items for Board consideration and possible action:

- a. **Personnel Bylaws Change: Hiring:** Roat explained that the Board bylaws currently have the Board involved in the hiring and promotion of personnel. He has learned they should not be. He will present an update in the future to be reviewed in January and February.
- b. **Adjustment to Budget:** 86-2189 Skyhawk would like to adjust this category to \$8000.00, Wolfe recommend \$10,000.00.
86-2120 Taeger recommend an adjustment to \$30,000.00. Taeger moved that 86-2120 be adjusted to \$30,000.00 and 86-2120 be adjusted to \$8,000.00. Wolfe 2nd. Passed 5Y 0N
- c. **Travel Policy:** Wolfe presented a draft of the travel policy. She expressed that there needs to be a clear and expressed agreement with personnel. Issel requested kinder, gentler language. There was clarification of what a receipt is. Skyhawk feels Ted needs input. This matter will be discussed at a future meeting
- d. **Approval of payment to Burton's:** The matter was discussed and Taeger moved that Burton's be paid less the adjustment of the

payment to Fort Bragg Diesel. Motion passed 3 Y (Wolfe, Taeger, Issel) 2 N (Roat, Skyhawk)

- e. **Election of Officers:** Taeger presented a list of positions and duties that was an agreement with a past board.

President: Taeger nominated Skyhawk, Wolfe 2nd. 4 Y Skyhawk abstained. Skyhawk reelected President.

Vice President: Taeger nominated Issel, Wolfe 2nd. Issel nominated Wolfe. Wolfe declined. 4 Y Issel abstained

Secretary: Skyhawk nominated Taeger Issel 2nd 5Y 0 N

Financial Officer: Wolfe was appointed by Skyhawk