



Albion Little River Fire Protection District

RESCHEDULED REGULAR MEETING MINUTES

Monday, November 21, 2016, 7:00 pm, Albion School, 30400 Albion Ridge Road, Albion, CA

1. **Call to order and determination of a quorum:** Meeting called to order 7:00 pm by President Issel. Directors Taeger and Roat present. Also present were Assistant Chief Brown, district counsel Terry Gross, two firefighters, and five members of the public. Chief Williams absent.
2. **Motion by Secretary Alan Taeger to adopt agenda:** Motion carried by unanimous vote of board members present.
3. **Public communication to the board:** None.
4. **Closed Session:** Adjourned to closed session 7:03 pm. Conference with legal counsel, pending litigation - Calvert vs District. Reconvened open session 7:37 pm.
5. **Report from Closed Session:** No action taken.
6. **Chief's report:** See packet.
7. **Consent calendar:** Motion by Director Taeger to approve consent calendar approved by unanimous vote of board members present.
 - a. **Approval of the October 17, 2016 regular meeting minutes.**
 - b. **Acceptance of the monthly correspondence report.**
 - c. **Acceptance of the September, 2016 financial reports.**
 - d. **Acceptance of resignation of Director Debbi Wolfe.**
8. **Unfinished Business for discussion and possible action:**
 - a. **Disposal of Engine 8181 – Issel/Williams:** Director Issel reported no serious offers to date, need to lower expectations.
 - b. **Introduction of board member candidate(s):** Eydie Bergeson and S. A. Ephraim introduced themselves as possible candidates for open seats on the board.
9. **Unfinished Business deferred pending seating of new board member(s):**
 - a. **Motion by Director Taeger to amend current district bylaws Section 1100-[Board Meetings], Article 6. [Board Meeting Schedule], item a. to read “Regular meetings to be held on the third Monday of each calendar month at 7:00 pm at Albion School, 30400 Albion Ridge Road, Albion, CA”.** Motion carried by unanimous vote of the board at the September 14, 2016 regular meeting. Bylaws change requires confirmation by minimum four votes at a following regular meeting.
 - b. **Second reading of Ordinance 2016-1 proposed by Director Issel (see packet) including revisions.** Proposed ordinance would supersede Bylaws Section 1150 – Document Preparation/Postal Charges.
 - c. **Draft resolution regarding fee waivers:** To accompany ordinance above per item 3.
10. **New Items for discussion and possible action:**
 - a. **Amended motion by Director Taeger approved by unanimous vote of board members present as follows:** Direct district bookkeeper to provide detailed donation reports going forward as a regular item in the monthly financial report. Modifications to the current report to be made as follows: 1. For each donation reported list the name of the donor unless donor requests anonymity. 2. Change report title from “Profit and Loss” to “Revenue and Expense”.
11. **Committee reports:** Currently all committees are ad hoc.
 - a. **Dormant committees:**
 - i. **12 Year Financial Plan – Renamed “Long Term Budget Plan”**
 - ii. **Friends of ALRFPD**
 - b. **Active committees:**

- i. **Compressed air foam system – Issel:** Director Issel reported that there are still puzzling issues in system operations. Currently waiting for response to questions posed to Darley.
- ii. **Station 811 building modifications & Apparatus replacement – Issel, Taeger, Williams:** Director Issel reported on continuing efforts to settle 811 building siting issues and estimate construction costs.
- iii. **New Fire Station - Issel, Williams:** Director Issel reported on a meeting held with directors of Northern California Presbyterian Homes and Services, owners of the now closed Lodge at the Woods in Little River, to discuss proposed ideas for possible repurposing of the facility, including possible fire district functions. Further discussions to be held if NCPHS determines proposals worthy.
- iv. **Mendocino Association of Fire Districts – Taeger –** Report posted in packet.
- v. **Parcel tax appeals – Roat:** Director Roat reported that remaining current tax appeal issues have been settled, no issues remaining. With all committee business completed President Issel dissolved the committee.
- vi. **Station 813 easement – Roat:** Director Roat reported that there was not likely to be any further progress on the effort to obtain an easement to the current Station 813 location. Director Issel reported details of preliminary investigation of the possibility of moving the building to county transfer station property.
- vii. **Strategic planning – Issel, Taeger –** Report posted in packet.
- viii. **Litigation – Issel, Taeger:** No report.

12. Directors Discussion:

- a. **Taeger – District Office:** Director Taeger reported that long-stored office furniture has been assembled and installed at Station 810, a combination lock key cabinet has been installed, the new printer is installed and ready for use, and the new district computer is configured with necessary software, including QuickBooks and Dropbox, installed. District office email address is office@albionfire.com.
- b. **Taeger – Donations reports:** Director Taeger suggested that a donation tracking process policy needs to be created for better board oversight of donations. Policy can be considered when board seat(s) filled. Policy to possibly include a requirement that the chief review monthly donations report and initial entries acknowledged/thanked. Discussion centered on whether the chief or a director should be the one to sign thank you notes.
- c. **Non agenda items of board concern:** None.

13. Adjournment: Meeting adjourned 9:10 pm.