

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

Thursday, March 14, 2013, 7:00 pm, Station 810, 33900 West Street (behind Albion Grocery),
Albion, CA

Commenced: 8:00pm (fire call created delay)

1. Fire department operations meeting

a. Roll call

Board Members: Ken Matheson, Rich Riley, Scott Roat, Ed Petrykowski (did not stay)

Firefighters: Joe Goforth, Erica Geer, Sam Levine, Steve Wolfe, Scott Roat, Brad Montgomery, Ted Williams, Margaret Harris, Marshall Brown, Tim Gitchel

Members of Public: Tony Oakley, Alex Stenbeck, Alan Taeger, Arlene Taeger

b. Chief's Report:

Debrief of K Road fire

c. Review and discussion of chief's report. See attached

d. Other fire department business

Cake & card thanking Alan Taeger for years of service,
Maintenance Report – Brad gave report & update on vehicles

Debbi Wolfe will be helping with grants

BBQ discussion Committee was formed with Brad & Erica-to report back

Pros and cons of ambulance district Discussion on EMS program

e. Adjournment

Board Meeting Start: 9:15pm

2. Board of Directors business meeting call to order and determination of a quorum: Called to order by President Rich Riley with Board Members Present Rich Riley, Ken Matheson & Scott Roat.

3. Public communication to the board: See attached.

4. Items for Board Consideration and possible action:

a. Fire department personnel: Jake Latham and Tony Oakley presented by Chief for probationary status; Ken moves, members vote 3-0 in favor.

b. FY 2012-2013 budget review and revision: CalStar/REACH memberships expired – Ted Williams to follow up with email.

c. Duties of Board members: President Riley. Motioned to accept and was approved by 3-0 vote of board members present.

d. Board Member vacancy: Discussion of additional seat to be vacated and possible community members to fill positions. Alan Teager resigned February 28, 2013.

e. Procurement policy revisions: The board will review and discuss proposed revisions to the district procurement policy to be adopted at the March 14, 2013 regular business meeting. No action.

f. Bylaws revisions: The board will review and discuss proposed revisions to the district bylaws to be adopted at the March 14, 2013 regular business meeting. No action.

g. Bookkeeper: Ken moves to begin process of filling position, members vote 3-0 in favor.

h. Board Clerk: Tabled per President Riley.

i. Annual Form 700 (Statement of Interests) Gathering of Form 700 from members to be sent to County Office.

5. **Previous meeting minutes:**
 - Special Meeting, December 12, 2012 (as modified) – approved 3-0, in favor
 - Regular Meeting, December 13, 2012 – approved 3-0, in favor
 - Regular Meeting, January 10, 2013 (as modified) – approved 3-0, in favor
 - Annual Evaluation Meeting, January 23, 2013 – approved 3-0, in favor
 - Regular Meeting, February 14, 2013 (as modified) – approved 3-0, in favor
6. **Board Correspondence:**
 - Carbon Monoxide victims: "Albion Fire is Aces!", \$500 donation
7. **Financial Report** Current financial statements for the District will be presented.
8. **Committee reports:**
 - a. **New Fire Station Committee** Lee Welty dropped off drawings for bays, first stage of project– now in our hands; encroachment needs to go out to bid and Lee will help with posting. .
9. **Director's Discussion:**
 - a. **Paid Positions:** Bookkeeper and Board Clerk
see above
 - b. **Paid Vehicle Maintenance Person**
Paid Vehicle Maintenance Person – motion by Ken to accept Albion Ag as vendor for vehicle maintenance approved 3-0, in favor.
 - c. **Firefighter Reimbursement tax**
Tabled per President Riley.
 - ~~d. **AB2298** *DELETE*~~
Register with DMV to prove driver's license and proof of insurance.
 - e. **Other**
Worker's comp claim on Road K fire
County Counsel is now billing us for services.
10. **Next scheduled regular business meeting:** Thursday, April 11, 2013, 7:00pm
11. **Adjournment** 10:39pm