

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

Wednesday, September 23, 2009, 7:30 pm, Station 810, 33900 West Street, 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. **Previous meeting minutes:** The minutes of the August 26, 2009 regular business meeting and the August 28, 2009 special meeting will be approved and/or revised and approved.
4. **Fire chief's report:**
  - a. **Incident reports:** The fire chief is requested to provide written report on the types of calls to which the fire department has responded since the last board meeting, and to note any trends which would suggest a need for changes to the district's and the fire department's planning.
  - b. **Fund raising, gifts, service fees:** Chief's report of current information on fundraising, gifts to the department, and any calls on which service fees should be levied by the district board.
  - c. **Fire department report:** Chief's report on other fire department progress.
  - d. **Fire department operational needs:** Chief's report on department needs.
  - e. **Vehicle maintenance report:** Chief's report on vehicle maintenance.
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:** The board may decide whether to accept a proposal/agreement from Bace Geotechnical Services for geological and geotechnical services for the Station 811 project.
8. **Committee reports:**
  - a. **Station 811 committee.**
  - b. **Vehicle committee.**
  - c. **Grant 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:** Wednesday, October 28, 2009.
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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BOARD OF DIRECTORS  
BUSINESS MEETING AGENDA**

Wednesday, September 23, 2009, 7:30 pm, Station 810, 33900 West Street, Albion, CA

1. **Call to order and determination of a quorum:** *D. Wiedeman -*
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. **Previous meeting minutes:** The minutes of the August 26, 2009 regular business meeting and the August 28, 2009 special meeting will be approved and/or revised and approved. *g.k. m...*
4. **Fire chief's report:**
  - a. **Incident reports:** The fire chief is requested to provide written report on the types of calls to which the fire department has responded since the last board meeting, and to note any trends which would suggest a need for changes to the district's and the fire department's planning.
  - b. **Fund raising, gifts, service fees:** Chief's report of current information on fundraising, gifts to the department, and any calls on which service fees should be levied by the district board. *\$3k promised from BBO fundraiser (BBO \$5000)*
  - c. **Fire department report:** Chief's report on other fire department progress.
  - d. **Fire department operational needs:** Chief's report on department needs.
  - e. **Vehicle maintenance report:** Chief's report on vehicle maintenance.
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:** The board may decide whether to accept a proposal/agreement from Bace Geotechnical Services for geological and geotechnical services for the Station 811 project. *- No action*
8. **Committee reports:**
  - a. **Station 811 committee.**
  - b. **Vehicle committee.**
  - c. **Grant 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:** Wednesday, October 28, 2009.
11. **Adjournment:** *9:01*

*Traffic acc -  
3 in one day  
2 fatalities  
No call fire  
\$ yet*

*turnouts  
32 DOT ok*

*Ab feed  
@ Leathers  
643 eat  
Hughes part  
3rd Qtr*

*change mtg to Tues*

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.

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

Wednesday, August 26, 2009, 7:30 pm, Station 810, 33900 West Street, Albion, CA

- 1 **Call to order and determination of a quorum:** Called to order at 7:34pm by President Alan Taeger with Directors Rich Riley, Ed Petrykowski, Harvey Chess and Terry Kemp present along with Fire Captain Ted Williams as Chief's designated spokesperson in his absence, Fire Captain David Ayster, and Citizen Krista Eiber.
- 2 **Public communication to the board:** Krista Eiber spoke to the board about the desire of her independent group of local citizens to organize a fund raiser for the Fire Department to be held on Sept. 12<sup>th</sup>, 2009. She then requested permission to use the barbeque grounds at the airport for the event location. Due to the proximity of the requested date the board agreed to schedule a special meeting on Friday August 28<sup>th</sup>, 2009 at 7:00pm to decide whether to grant Kira's request.
- 3 **Previous meeting minutes:** The minutes for the July 22, 2009 regular business meeting were approved as presented by unanimous vote of the members of the Board.
- 4 **Fire chief's report (as reported by Ted):**
  - A **Incident reports:** 1 Fires, 11 medical, 1 boat rescue, 1 mutual aid..
  - B **Fund raising, gifts, and service fees:** Ledford house will be doing an abalone fund raiser but no date has been set yet. No gifts to the Fire Department.
  - C **Fire department report:** 8162 went to Santa Cruz and ran flawlessly. It was the largest truck on the Strike team. Calls are down.
  - D **Fire department operational needs:** None.
  - E **Vehicle maintenance report:**
    - i) David Ayster spoke with Gary from Fort Bragg Diesel (as did Rich) regarding continuing issues with 8162. In Gary's opinion, the temporary repair to the steering knuckle will hold until after fire season.
    - ii) 8130 Fort Bragg Diesel performed safety inspection and made electrical and steering box repairs.
    - iii) 8191 continues to run sluggishly, partially due to being underpowered. Fort Bragg Diesel to provide repair estimate for steering and drive train issues.
    - iv) 8132 and 8192 are scheduled for safety inspections.
    - v) 8175 needs to be scheduled for safety inspection.
- 5 **Communications to the board:**
  - A Letter received from PARS (Public Agency Retirement Services) offering services.
  - B Received CSDA board election ballot by mail. Ballot return due September 16, 2009.
  - C Letter received from CSDA inviting Board members to volunteer for CSDA committees.
  - D Received letter by mail from Katrina at election office with official notice that our board candidates will be appointed by the Board of Supervisors; includes copy of official request to supervisors.
  - E Received brochure by mail from CSDA Finance Corporation with offer of financial services.
- 6 **Financial Report:** Report attached.
- 7 **Items for Consideration and Possible Action:**
  - A Ed made a motion to accept the Welty party proposal to use the barbeque grounds at LR Airport on September 26<sup>th</sup>, 2009 with the conditions that they 1) provide the District with a certificate of insurance that includes the Albion Little River Fire Protection District and Mendocino County as named insured and 2) provide evidence of an arrangement for security services for the event. These documents are to be delivered to the board secretary prior to September 11, 2009. The motion was approved by unanimous vote of the members of the board.
- 8 **Committee Reports:**
  - A **Station 811 committee:** Ed reported that there is nothing new to report.
  - B **Vehicle committee:** Rich continues to work on warranty issues for 8162.
  - C **Grant committee:** No words yet from FEMA regarding our recent grant application. Terry will follow up with a phone call. Harvey asked if the Fire Department has a wish list of items they would like to have.

Harvey will seek out grant opportunities and also speak to the Mendocino Community Foundation about grant availability.

**9 Directors' discussion:**

**A** Alan still researching title to property on the corner of Rd 19 and Little River Airport Rd.

**B** Discussion regarding annual brochures.

**10 Next meeting schedule:** Special Meeting for barbeque grounds use request Friday, August 28, 2009 7:00 pm Station 810. Next regular business meeting changed to Wednesday, September 23, 2009, 7:30 pm Station 810.

**11 Adjournment:** Meeting was adjourned at 9:10pm.

DRAFT

ALBION-LITTLE RIVER FIRE PROTECTION DISTRICT

MINUTES

BOARD OF DIRECTORS SPECIAL MEETING

The meeting was called as a special meeting by the Board of Directors of the Albion Little River Fire Protection District for the purpose of deciding whether to approve use of the picnic area for a Fire Department Fund Raiser. No other business was considered at this special meeting.

Friday August 28, 2009 7:30 pm. Location: Station 810, 33900 West Street, Albion, California .

1. **Call to order and determination of a quorum:** Meeting was called to order at 7:37pm by board president Alan Taeger. Present were directors Rich Riley, Harvey Chess, Ed Petrykowski and Terry Kemp; Citizen Krista Eiber; Fire Captain Ted Williams as Chief's designated spokesperson in Derek's absence.
2. **Public communication to the Board:** Krista presented the board with a request for permission to use the barbeque grounds at LR Airport for a fund raiser to benefit ALRFD. This event is being organized by an independent group of local citizens in appreciation of the work of the fire department. Ted Williams affirmed that the fire department would be willing to be a co-sponsor of this event for the purpose of providing security and supervision.
3. **Item for consideration and possible action:** Ed Petrykowski made a motion to approve the use of the barbeque grounds for the proposed fundraiser - to be held on September 12, 2009. The motion was approved by unanimous vote of the Board. The secretary will send a letter to Mendocino County Department of Transportation to notify them of the event.
4. **Adjournment.** Meeting adjourned at 7:52 pm



# ALRFPD Actual / Budget Report - Current Year:4

7/1/2009 through 6/30/2010 Using Budget 2009-2010

9/20/2009

Page 1

Category Description	7/1/2009 Actual	- Budget	6/30/2010 Difference
<b>INFLOWS</b>			
82-1110 CURRENT SECURED TAX	0.00	74,944.00	-74,944.00
82-1120-CURRENT UNSECURED TAX	0.00	2,322.00	-2,322.00
82-1130-SB813 SUPPLEMENTAL TAX	0.00	1,572.00	-1,572.00
82-1220-PRIOR UNSECURED TAX	0.00	27.00	-27.00
82-1300-SPECIAL TAX	0.00	77,630.00	-77,630.00
82-1600-TIMBER TAX	0.00	314.00	-314.00
82-4100-INTEREST INCOME	0.00	10,000.00	-10,000.00
82-5481-HOMEOWNER PROPERTY TAX REL...	0.00	788.00	-788.00
<b>TOTAL INFLOWS</b>	<b>0.00</b>	<b>167,597.00</b>	<b>-167,597.00</b>
<b>OUTFLOWS</b>			
86-1035-WORKMAN'S COMP	0.00	7,000.00	7,000.00
86-2050-CLOTHING	126.46	6,000.00	5,873.54
86-2060-COMMUNICATIONS	2,750.64	10,000.00	7,249.36
86-2101-INSURANCE	0.00	7,000.00	7,000.00
86-2120-MAINTENANCE EQ			
Other 86-2120-MAINTENANCE EQ	0.00	30,000.00	30,000.00
<b>TOTAL 86-2120-MAINTENANCE EQ</b>	<b>0.00</b>	<b>30,000.00</b>	<b>30,000.00</b>
86-2130-MAINTENANCE STRUCTURES	0.00	10,000.00	10,000.00
86-2140-MED SUPPLIES	523.25	8,000.00	7,476.75
86-2150-MEMBERSHIPS	0.00	3,000.00	3,000.00
86-2170-OFFICE SUP	75.20	2,000.00	1,924.80
86-2181-AUDITS	672.03	4,000.00	3,327.97
86-2187-ED AND TRAINING	0.00	15,000.00	15,000.00
86-2189-PROF AND SPEC	0.00	1,500.00	1,500.00
86-2210-RENT LEASES	0.00	100.00	100.00
86-2220-SM TOOLS	209.81	7,000.00	6,790.19
86-2231-ELECTION SUP	0.00	400.00	400.00
86-2250-TRANSPORTATION	1,597.70	26,000.00	24,402.30
86-2260-UTILITIES	847.12	5,000.00	4,152.88
86-3113-PAYMNTS TO GOVT AGENCIES	685.88	3,000.00	2,314.12
86-4360-BUILDINGS AND IMPROVEMENTS	1,000.00	10,000.00	9,000.00
86-4370-EQUIPMENT			
Other 86-4370-EQUIPMENT	0.00	5,000.00	5,000.00
<b>TOTAL 86-4370-EQUIPMENT</b>	<b>0.00</b>	<b>5,000.00</b>	<b>5,000.00</b>
<b>TOTAL OUTFLOWS</b>	<b>8,488.09</b>	<b>160,000.00</b>	<b>151,511.91</b>
<b>OVERALL TOTAL</b>	<b>-8,488.09</b>	<b>7,597.00</b>	<b>-16,085.09</b>

## Itemized Categories

8/26/2009 through 9/22/2009 (Cash Basis)

9/20/2009

Page 1

Date	Account	Num	Description	Memo	Amount
<b>INCOME</b>					<b>3,055.87</b>
<b>82-7700-OTHER</b>					<b>3,055.87</b>
9/14/2009	County Revenue		truck warranty reimb		3,055.87
<b>EXPENSES</b>					<b>-4,234.67</b>
<b>86-2060-COMMUNICATIONS</b>					<b>-282.73</b>
9/2/2009	District Checki...	2866	Comcast	8770 81 006 0132712	-72.20
9/16/2009	District Checki...	2869	AT&T	96075541735558	-176.04
9/16/2009	District Checki...	2870	AT&T	0301538359001	-34.49
<b>86-2120-MAINTENANCE EQ</b>					<b>-2,688.41</b>
<b>Vehicle</b>					<b>-2,688.41</b>
9/17/2009	County	4043669	Fort Bragg Diesel	Invoice #8537 & 8593	-2,688.41
<b>86-2140-MED SUPPLIES</b>					<b>-302.00</b>
9/2/2009	District Checki...	2867	Moore Medical	05835789	-189.75
9/7/2009	District Checki...	2868	Aeris	#10095 Inv. 10362365	-59.20
9/16/2009	District Checki...	2871	Eureka Oxygen Co.	DM00594060	-53.05
<b>86-2170-OFFICE SUP</b>					<b>-17.60</b>
9/2/2009	District Checki...	2863	S katsiaryna Gregonis	Postage	-17.60
<b>86-2181-AUDITS</b>					<b>-199.53</b>
9/2/2009	District Checki...	2863	S katsiaryna Gregonis		-199.53
<b>86-2260-UTILITIES</b>					<b>-218.52</b>
9/2/2009	District Checki...	2864	Waste Management	0191804-2561-3	-25.11
9/2/2009	District Checki...	2865	PG&E	0210095100-9	-193.41
<b>86-3113-PAYMNTS TO GOVT AGENCIES</b>					<b>-525.88</b>
8/31/2009	County	TXFR	Mendocino County Au...	AFP #6405 LAFCO fees	-525.88
<b>TRANSFERS</b>					<b>0.00</b>
<b>District Checking</b>					<b>-1,566.40</b>
8/27/2009	County Transf...	4041473	County Check	AFP 6408	-1,566.40
<b>County Transfers</b>					<b>1,566.40</b>
8/27/2009	District Checki...	DEP	County Check	AFP 6408	1,566.40
<b>OVERALL TOTAL</b>					<b>-1,178.80</b>



**Alan Taeger**

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**From:** Harvey Chess [harzig238@gmail.com]  
**Sent:** Wednesday, September 16, 2009 10:35 AM  
**To:** Alan Taeger  
**Subject:** Re: September Fire District Business Meeting Agenda  
**Follow Up Flag:** Follow up  
**Flag Status:** Red

Hello there:

I will not be able to attend; out of town. In this regard, I am reminded that Wednesday night for board meetings is a difficult one. It conflicts with a longstanding local commitment I have on that night; and when I am out of town training or consulting, as in next week, it almost always includes Wednesday. Is there any prospect that we might change the night? The best night for me, all things considered, would be Tuesday.

Harvey

On Wed, Sep 16, 2009 at 8:14 AM, Alan Taeger <[ataeger@mcn.org](mailto:ataeger@mcn.org)> wrote:

Hi All,

It's time to prepare the agenda for our meeting next week. Take a look at the draft; let me know if we need to add anything. There are currently no action items scheduled.

Cheers,

Alan

--  
HARVEY B. CHESS

## Alan Taeger

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**From:** Diana [dweed@mcn.org]  
**Sent:** Monday, September 21, 2009 11:23 AM  
**To:** Alan Taeger; albion@lists.mcn.org; littleriver@lists.mcn.org  
**Subject:** Re: [MCN-Albion] ALRFPD business meeting agenda

**Follow Up Flag:** Follow up  
**Flag Status:** Red

to alan and all so is the new fire station building called 811 going forward and if so before you bring in a geo tech engineer (BACE) i would like a community meeting posted for a design presentation and cost analysis as you promised once the coastal development permit was approved which it was, it is now time to come to the community with a full presentation so we can give input and now is the time.....best regards diana wiedemann

----- Original Message -----

**From:** "Alan Taeger" <ataeger@mcn.org>  
**To:** <albion@lists.mcn.org>; <littleriver@lists.mcn.org>  
**Sent:** Sunday, September 20, 2009 7:33 PM  
**Subject:** [MCN-Albion] ALRFPD business meeting agenda

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

> Wednesday, September 23, 2009, 7:30 pm, Station 810, 33900 West  
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- >  
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> 3. Previous meeting minutes: The minutes of the August  
> 26,  
> 2009 regular business meeting and the August 28, 2009 special meeting  
> will be approved and/or revised and approved.  
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> 4. Fire chief's report:  
>  
> a. Incident reports: The fire chief is requested to provide written  
> report on the types of calls to which the fire department has  
> responded since the last board meeting, and to note any trends which  
> would suggest a need for changes to the district's and the fire department's planning.  
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> b. Fund raising, gifts, service fees: Chief's report of current  
> information on fundraising, gifts to the department, and any calls on  
> which service fees should be levied by the district board.  
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> c. Fire department report: Chief's report on other fire department  
> progress.  
>  
> d. Fire department operational needs: Chief's report on department  
> needs.



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

Wednesday, September 23, 2009, 7:30 pm, Station 810, 33900 West Street, Albion, CA

- 1 **Call to order and determination of a quorum:** Called to order at 7:30pm by President Alan Taeger with Directors Rich Riley, Ed Petrykowski, and Terry Kemp present. Also present were Chief Derek Wilson and Ted Williams representing the fire department, and Diana Wiedemann, citizen.
- 2 **Public communication to the board:** Diana Wiedemann commented that she thinks that when we post the agenda on the public list serve we should better identify the location of the meeting. Diana expressed the desire to be on the 811 committee so that she can help with the design for the proposed addition to the fire house.
- 3 **Previous meeting minutes:** The minutes were presented for the August 26, 2009 regular business meeting; and the minutes for the August 28, 2009 special meeting, these were approved by unanimous vote of the members of the Board.
- 4 **Fire chief's report:**
  - A **Incident reports:** 2 Fires, 5 medical, 6 traffic accidents.
  - B **Fund raising, gifts, and service fees:** Derek reported that the Fire department annual barbeque netted approximately \$5000. The fire department has been promised \$3000 from the fundraiser held at the BBQ site on September 12<sup>th</sup>. Ledford house will be doing an abalone fund raiser on October 6<sup>th</sup>. John and Kathy Hughes will hold their annual cowboy party fundraiser on October 3<sup>rd</sup>. No money has been received yet from Cal-Fire or any IOU's.
  - C **Fire department report:** Trainings going well, lots of wild land fire experience.
  - D **Fire department operational needs:** Derek reports that the Department needs protective structure gear (turnout gear).
  - E **Vehicle maintenance report:**
    - i) 8132 DOT certification obtained, brake rotor fixed.
    - ii) 8192 going in for inspection soon.
    - iii) 8191 needs a new tire and a fire extinguisher.
- 5 **Communications to the board:**
  - A Received an email from Diana Wiedemann requesting a community meeting for design presentation of Station 811 project.
  - B Received an email from Harvey Chess stating that Wednesday is difficult for him as a meeting night. Might we change the night to Tuesday?
  - C We received a bill for the election \$315.00 from Mendocino County.
  - D Received a grant application from Mendocino Forest Products offering grants for 501c3 organizations.
- 6 **Financial Report: 2009-2010 budget in place.** Report attached. Reimbursement shown in category 82700, other income, (\$3,055.00) is from warranty claim on 8162.
- 7 **Items for Consideration and Possible Action:** Proposal/agreement from Bace Geotechnical Services for geological and geotechnical services for Station 811 – no action taken.
- 8 **Committee Reports:**
  - A **Station 811 committee:** Diana Wiedemann requested that the fire district make a presentation to the community to present the design of the proposed addition to the Fire Station for public review. Alan suggested the 811 committee meet with the designers to set up a meeting with the community. Derek stated that the Fire Department will see that Station 811 gets a power wash and touch up in the meantime.
  - B **Vehicle committee:** We received the above mentioned reimbursement from Brindlee Mountain Fire Apparatus Company. Derek to get the specifics on a Type 1-2 wheel drive vehicle that is reportedly available for sale in Willits
  - C **Grant committee:** No words yet from FEMA regarding our recent grant application.
- 9 **Directors' discussion:**

Minutes approved as presented by unanimous vote of board members present at October 28, 2009 regular business meeting.

- A Discussion about moving the regular board meeting to another night. Change of regular meeting night needs to be placed on the next meeting agenda as it requires a change to the By-laws.
- B Discussion regarding applying for grants as a government entity not a 501c3.
- 10 **Next meeting schedule:** Wednesday, October 28, 2009, 7:30 pm Station 810.
- 11 **Adjournment:** Meeting was adjourned at 9:01 pm.

Minutes approved as presented by unanimous vote of board members present at October 28, 2009 regular business meeting.