

**BOULDER CREEK FIRE PROTECTION DISTRICT**

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Board of Directors

Minutes of the Board of Directors Meeting

Regular Board Meeting

December 10th, 2024

1.0 Convene Meeting/Roll Call

* The Regular Board meeting of the Board of Directors of the Boulder Creek Fire Protection District was called to order by Chairman Locatelli on December 10th, 2024 at 9:00 A.M. Present were, Director Robustelli, Director Locatelli, Director Presswood, Director Currier, Director Scruggs, Fire Chief Bingham and Admin Aileigh McCormack. No public members were present.

2.0 Additions and Deletions to Agenda

* Chief Bingham made an additions to correspondence
* LAFCO announced a vacancy on their board. County Elections provided Oath of Office forms for BCFPD board members. Felton Fire announced FDAC board and executive members training for January 2025

3.0 Oral Communications

* None

4.0 Approval of Minutes

 .01 Regular Board Meeting November 12th, 2024

* Correction will be made to the minutes to remove Dir. Scruggs from the attendance list from November’s meeting.
* Motion made by Dir. Presswood to approve the minutes from the Regular Meeting November 12th, 2024, seconded by Dir. Scruggs. Vote was unanimous. Motion carries.

5.0 Approval/Payment of Bills

.01 Approval/Payment of Bills and Review of Financials

* Dir. Robustelli asked for clarification on where our paper goods are delivered from and if we are getting the best price. Chief Bingham explained they are purchased through Amazon.
* Dir. Robustelli asked for clarification as to why the PG&E bill has gone up for the station. Chief Bingham explained the PG&E bill has gone up due to winter weather requiring the station and office heaters to cycle on more, the tree lot power use for Christmas lights and due to 6 people living in the station.
* Both command vehicles (GMC and Ford) have both been paid in full from the mobile equipment reserve account.
* Motion made by Dir. Robustelli to approve the payment of bills and payroll in the total of $144,544.82, seconded by Dir. Currier. Vote was unanimous. Motion carries.

6.0 Correspondence

* LAFCO has sent Chief Bingham an email letting all districts aware of the open board seat and it will be open to fire representatives. It is important that there is a representative from all different districts throughout the county.
* County Elections has sent out the final vote count and swearing in of the members. The official swearing in will be placed on the agenda for the January meeting.
* Felton Fire reached out to Chief Bingham to invite the dist. to a FDAC Certification of Achievement in Fire District Leadership (COA) class being held at Felton Fire.
* Dir. Robustelli and Dir. Locatelli are both interested in attending.

7.0 Unfinished Business

.01 NFIRS / First Due reports

* Total incident number for November was 88.

.02 Repair of the fire station kitchen

* Dir. Locatelli gave an update on the meeting that was held with BCFD Inc. and the concerns about the time and cost of potentially moving the stove.
* AirTec out of Watsonville came out to give a quote on moving the stove.The quote came in at $11,837.00
* By the January meeting, all the quotes and plans should be close to finalized and rough numbers. Completion should be done by July 2025.

.03 Station generator replacement

* Chief Bingham has signed the purchase for the generator and accepted the secondary review of the specs. Giant Electric, Bay Side and MBARD will all be working together to get it completed. Chief Bingham is still waiting for the eta on delivery.

.04 Station security cameras

* Chief Bingham has no update on the three additional cameras. Chief Bingham will gather an updated quote for the next meeting.
* Dir. Scruggs would like to see a document on where and how many cameras are around the station. It is in a board packet from a couple years ago.

8.0 New Business

 .01 Review of new policy “B-001 Investment of District funds”

* A draft for the investment of district funds policy provided by Rick Woods from CSDA. Chief Bingham went through the document and made the changes that fit our district needs.
* These policies would fall under a Board Policy which will be a new section on the table of contents. B-001 Investment of District Funds and B-002 Reserve Account Policies
* A sub-committee of Dir. Locatelli and Dir. Presswood will work on these policies with Chief Bingham and bring them back to the board for approval.
* Dir. Locatelli would like to approve these policies as soon as possible to take advantage of the current rates. Chief Bingham will make the necessary changes and bring it to a legal council for final review once the board is satisfied with the draft.
* Chief Bingham will get the contact information for the legal council that Central Fire uses.

 .02 Review of new policy “B-002 Reserve Accounts”

* B-002 will describe in detail the purpose and use of Reserve Accounts
* After the sub-committee meets, a draft document will be provided at the next regular board meeting for review and possible adoption regarding both policies- B-001 and B-002.

9.0 Chief’s Report

* The 14th of January regular scheduled board meeting will be rescheduled to January 7th at 0900 due to Chief Bingham’s vacation

10.0 Adjournment at 10:53AM