



## **BOULDER CREEK FIRE PROTECTION DISTRICT**

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Board of Directors  
Minutes of the Board of Directors Meeting  
Regular Board Meeting  
November 14th, 2023

- 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 Rogers on November 14th, 2023 at 9:00 A.M. Present were Director Rogers, Director Locatelli, Director Presswood, Director Currier, Director Robustelli, Fire Chief Bingham and Admin Aileigh McCormack. One Public Member was present.
  - Motion made by Dir. Locatelli to approve the absence of Dir. Robustelli from the November 14th, 2023 meeting seconded by Dir. Currier. Vote was unanimous. Motion carries.
- 2.0 Additions and Deletions to Agenda:
- Chief Bingham would like to add into New Business .01 Surplus of 2166 to Felton Fire Protection District
- 3.0 Oral Communications:
- None
- 4.0 Approval of Minutes
- .01 Regular Board Meeting October 10th, 2023
- Chief Bingham updated findings on the Boulder Creek Rec. Lease and he is still unable to find a final copy, only drafts.
  - Motion made by Dir. Locatelli to approve the minutes from the Regular Meeting October 10th, 2023, seconded by Dir. Presswood. Vote was unanimous. Motion carries.
- 5.0 Approval/Payment of Bills
- .01 Approval/Payment of Bills
- Dir. Locatelli asked for some clarification on the CalCard bills and asked how the County knows what account to take it out of. Chief Bingham explained that we provide all the information when we submit it with a breakdown of each item and the object code to expense from.
  - Dir. Locatelli asked to see the bill for Flyer's Energy and asked if we paid the taxes up front. Chief Bingham confirmed that we do pay the State's taxes upfront and will ask the state for a reimbursement.
  - Dir. Locatelli brought up his concern that the County is not providing our budget submittal numbers on the general ledger and Chief Bingham explained that the County misplaced the initial budget submittal email and received confirmation that it will be submitted ASAP.
  - Dir. Rogers wanted to make a point to say that Pay Night is not it's own line item, it is included in Payroll for this month. The final number for 2023 Paynight is \$70,631.00.

- Chief Bingham noted the paynight payroll is over budget by \$10,631.00 The budget will need to be adjusted to account for this. The original budget amount of \$60,000.00 was a rough estimate and a moving target each year.
- Dir. Rogers asked for clarification on the GASB-75 bill for \$2,400 and asked if that is a one time payment or on-going. Chief Bingham explained that we will be paying that everytime we have Total Compensation Systems, Inc. run the report. Chief Bingham noted the request for our GASB-75 report was from our District Auditor.
- Motion made by Dir. Presswood to approve the payment of bills of \$122,543.08 seconded by Dir. Currier. Vote was unanimous. Motion carries.

## 6.0 Correspondence

- None

## 7.0 Unfinished Business

### .01 NFIRS / First Due report

- Chief Bingham made a note to point out that we have a new firefighter added to the roster and soon we will have two more additions.

### .02 Remodel of the fire station kitchen

- Chief Bingham updated the board on the last meeting and explained that we have an architect and general contractor coming to take a look soon. The members of the committee will all bring back different materials to the next meeting to help the process move forward.

### .03 Station generator replacement

- No update.

### .04 FEMA payout to Chief Bingham

- Chief Bingham updated that he was able to work with the county and figure out where the money was placed after it was deposited and it was found in the General Fund account.
- Dir. Locatelli would like to see a spreadsheet listing out each month with the interest added up to provide a clear and final number. Dir. Locatelli asked Chief Bingham if he would have our Auditor, Zach Pehling take a look at it as well.

## 8.0 New Business

- Addition to new business is the surplus of 2166 to Felton Fire.
- The delivery of the new 2166 came sooner than expected, so Chief Bingham is looking to find a new place for the old one and Felton Fire is looking to upgrade to a BLS ambulance.
- Dir. Rogers suggested that we surplus 2166 to Felton Fire rather than selling it for its \$3,000 value.
- Dir. Rogers asked that we add a line item for all surplus vehicles at the December meeting to further discuss.

## 9.0 Chief's Report

### Administration

- Meetings attended: County Fire Chiefs, EMSIA, Netcom task
- Met with the steering committee for the County's radio infrastructure project
- Region II Operational Area Coordinators

- BCFPD hosted Big Basin H2O Community meeting to meet the Court appointed Receivership
- (3) Hiz / defensible space inspections
- (1) Meeting with Huckleberry Woods SubDivision to walkthrough defensible space and discuss Firewise option
- Health and Wellness Section meeting discussed goals for the year and upcoming suicide prevention training
- Meeting with Verizon Wireless to discuss cell tower coverage issues
- Met with our District Auditor Zach Pehling 2 days in person at station 1 working on FY audit
- Met with the Counties Accountant Tracy Laine and Payroll division head Brian Howard to discuss the FEMA Overtime payout to Chief Bingham

### Operations

- Conducted Engineer's written and practical test for (4) candidates
- Attended Camp Harmon's 75 year celebration
- Conducted new firefighter candidate interviews with command staff
- Charter School program tour of station 1
- Tablet Command webinar / training
- Completed Active Shooter Countywide training at SLV tri campus Santa Cruz County
- EOP planning meeting
- Installed (2) knox locks
- BCFD Officer staff meeting (focus on engineers test review / policy update)
- Working with the County Addressing and Netcom personnel for mapping discrepancies and also working to make address changes that cause delay in 911 responses or would be confusing and cause evacuation errors. All changes will be reflected in our mapping software / run books.
- Santa Cruz County Fire Academy planning meeting / cadet orientation meeting projected January 2024 start

### Maintenance

- 2100 Command vehicle received full service
- 2102 Command vehicle received full service
- Painted walls in back office room
- Vehicle inventories and mechanicals completed
- U-2192 O.O.S. towed to Mission Valley Ford. New batteries installed
- RainX apparatus windows changed wiper blades
- Clean station Gutters
- Nozzle maintenance
- Replace smoke detector batteries
- Inspected roof and solar panel condition

10.0 Adjournment at 9:58am.