



## **BOULDER CREEK FIRE PROTECTION DISTRICT**

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13230 Central Avenue, Boulder Creek CA 95006 · Office: (831) 338-7222 · Fax: (831) 338-7226

### Board of Directors Minutes of the Board of Directors Meeting Special Board Meeting February 20, 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 February 20, 2023 at 9:00 A.M. Present were Director Currier, Director Locatelli, Director Rogers, Director Robustelli, Director Presswood, Fire Chief Bingham, and admin Aileigh McCormack. Two Public Members were present. Ryan McCormack and Travis Martin were present.
- 2.0 Additions and Deletions to Agenda:
  - Noted training accident over the weekend at the BLTC.
- 3.0 Oral Communications:
  - None
- 4.0 Approval of Minutes
  - .01 Regular Meeting December 13th, 2022
    - Motion made by Dir. Presswood to approve the Regular Meeting Minutes December 13th, 2022 seconded by Dir. Robustelli. Locatelli was absent during the vote.
    - January 10th, 2023 Regular Board Meeting was canceled due to weather.
- 5.0 Approval/Payment of Bills
  - .01 January 10th, 2023 Approval/Payment of Bills
    - Maintenance worker pay went up over \$2,500 over the last month.
    - Noted we had one additional maintenance worker in this payroll due to unusual availability.
    - Motion made by Dir. Robustelli to approve the payment of bills of \$25,833.70 seconded by Dir. Presswood. Vote was unanimous. Motion carries.
  - .02 February 20th, 2023 Approval/Payment of Bills
    - Page 2/5 Line 14 Discussion was made acknowledging larger dumpster rental this FY .
    - Page 2/5 Line 29 refund for our website domain because we switched to Streamline web services.
    - Motion made by Dir. Robustelli to approve the payment of bills of \$42,031.57 seconded by Dir. Currier. Vote was unanimous. Motion carries.
- 6.0 Correspondence
  - None
- 7.0 Unfinished Business

## .01 NFIRS Reports

- Overall the platform is easier to use but we are still learning the IT side.
- The pie chart is what we were able to pull to show the report of the emergency calls we have been running.

## .02 Remodel of the fire station kitchen

- Next meeting we are able to look at the CAD drawing of the new remodel.
- Dir. Robustelli wants to see it as soon as possible.
- Chief Bingham will bring the CAD drawing to the next meeting to share.

## .03 Station generator replacement

- Still gathering quotes.

## .04 Fuel tank replacement

- Rich Hamilton from Donnelly Pump has the tank ready at the facility.
- BCFPD is waiting for the permit from MBARD to come in so we can move forward.
- This process is taking a bit longer than expected but we cannot move forward without the permits.
- If spring comes around with nothing, write a letter of inquiry to expedite the process with MBARD.

## .05 District website update

- Up and running but still under construction.
- Meeting all ADA requirements.

## .06 District Audit

- Zach Phelling is working with us to get the last three audits completed.
- Total Compensation Systems, Inc. is a company we are working with to get the GASB75 completed so we can complete the audit with Zach Phelling.
- Once completed, the audits will be ready to present.

## .07 Resolution 23-01 Fire Code Adoption

- All the Agencies are using this same Resolution, the only change is the letterheads.
- The public hearings were held at the Board of Supervisors Meeting.
- Motion made by Dir. Robustelli to approve and sign the adoption of Resolution 23-01 Fire Code Adoption. Seconded by Dir. Presswood. Vote was unanimous. Motion carries.

## .08 Resolution 23-02 Finding Modification of State Housing Law

- A tweak will be made to clarify the public hearing was held at the Board of Supervisors Meeting not at Boulder Creek Fire Protection District.
- A language change will be made and the Resolution will be approved and signed.
- Motion made by Dir. Robustelli to approve and sign the adoption of Resolution 23-02 Finding Modification of State Housing Law with slight language changes. Seconded by Dir. Carrier. Vote was unanimous. Motion carries.

## 8.0 New Business

### .01 LAFCO vote for open board seat

- The Board is appointing Chief Bingham to vote on behalf of the Board.
- Motion made by Dir. Robustelli to approve the vote for Rachel Lather for the open LAFCO board seat. Seconded by Dir. Locatelli. Vote was unanimous. Motion carries.

- Motion made by Dir. Robustelli to appoint Chief Bingham to cast the vote for Rachel Lather on behalf of the Boulder Creek Fire Protection District Board. Seconded by Dir. Locatelli. Vote was unanimous. Motion carries.

## 9.0 Chief's Report

### Administration

- Meetings attended: County Chiefs, County EMSIA, FPO's, SCCFAIG, website training with Streamline, First Due software training, Arson Task Force, Investigation training, Netcom task and Users, Zonehaven training,
- (1) Defensible space inspection
- County finance has acknowledged our budget was submitted and they admit failing to input it into their system. They have a team working on it now.
- Attended town hall meeting on storm damage in ZAY
- Valley Chiefs breakfast
- Meeting with the County MOHAWK and County AMR Manager

### Operations

- Attended all OA EOC briefings during storm events in January
- We had a strong showing of responders during the storms
- Tablet Command helped us be more efficient with the large quantity of 911s in a condensed time frame allowing us to reduce the staff it takes to manage "storm mode"
- Firefighter training has resumed after the holidays
- Water tender committee scheduled to meet with the manufacturer
- Participated in a County medical disaster training (pediatric surge/mass casualty)

### Maintenance

- Station 1 fuel tank weekly inspection
- Station refrigerator was repaired along with the outlet behind the refrigerator
- Water heater repair in kitchen completed
- Station Landscaping / spring cleaning underway
- Removed / replacing rotten wood fence and gate next to District office

## 10.0 Adjournment

- Meeting adjourned at 10:10am