

Weaverville Fire District

POST OFFICE BOX 447, WEAVERVILLE, CALIFORNIA 96093 (530) 623-6156

MINUTES

WEAVERVILLE FIRE PROTECTION DISTRICT

Regular Meeting – March 6, 2018

- I. **CALL TO ORDER:** The Regular Meeting of the Weaverville Fire Protection District was called to order by Chairman, Larry Helsley at 1001 hours. Commissioners present: Bill Britton, Bill Fischer, George Owen, and Rick Wetzel. Others present: Fire Chief Todd Corbett, Captain Henry Boorman, Engineer Horrocks, Firefighter Jordan Hamilton, and Administrative Officer Serena Brown.

An amendment to the Agenda is needed. The Agenda should have reflected an approval of the February Minutes not January under item II. Consent Agenda. There is also an immediate need to add an Action item regarding a Board/Clerk Conference.

MSC Britton/Wetzel to amend the Agenda as recommended.

- II. **CONSENT AGENDA:** All matters listed under Consent Agenda are considered routine by the board and will be enacted by one vote. If discussion is desired, that item will be removed from the consent Agenda and will be considered separately.
- a. Approve Regular Meeting Minutes February
 - b. Approve Warrant List/Check List and Journal Entries – Morgan Stanley
MSC Britton/Wetzel to approve the Consent Agenda as presented.

III. ACTION ITEMS

- a. **Discussion/Approve – Policy 5.6 - Code of Conduct** – Commissioner Britton reminded the Board that this policy was presented at last month’s meeting and tabled until after the Volunteers have a chance to review it. Chief Corbett reported that the Policy was taken to the Association Meeting and no one commented.
MSC Britton/Fisher to approve Policy 5.6 – Code of Conduct
- b. **Discussion/Approve – Policy 2.8 – Drug & Alcohol Free Workplace** – Commissioner Britton reminded the Board that this policy was presented at last month’s meeting and tabled until after the Volunteers have a chance to review it. Chief Corbett reported that the Policy was taken to the Association Meeting and no one commented.
MSC Britton/Wetzel to approve Policy 2.8 – Drug & Alcohol Free Workplace
- c. **Discussion/Approve – Purchase of one 2017 Ferrara Water Tender, Budget Impact not to exceed: \$279,500** – Chief Corbet presented the board with a proposal outlining the benefits of purchasing equipment off the GSA contract or “tagging-on” to someone else’s bid. After extensive review, he believes that the Ferrara Water Tender is the best built piece of equipment for the price. The Board agreed that purchasing off the GSA contract would suit our needs, however more documentation is needed including GSA specifications, and a certification letter from GSA. There was extensive discussion about financing options and the Board is wondering why the preliminary info says ‘leasing’ and wondering if we own the equipment when done paying for it. There was discussion regarding insurance coverage and the Board would like clarification on coverage. The Volunteer Firefighters in the room offered their support in the purchase of the Ferrara Water.
Tabled to a special meeting scheduled for March 9, 2018 at 1000 Hours

- d. **Discussion/Approve Board Secretary Conference – Budget impact minimum \$525 to maximum \$1500**
- Administrative Officer Brown announced to the board that she had applied for, and was awarded, a scholarship for the California State District's Association Board Secretary/Clerk Conference. The scholarship requires payment up front and there is reimbursement upon completion. The scholarship doesn't cover the cost of travel or accommodations. The Conference is in October, however, there is limited seating available and registration fills quickly. Administrative Officer Brown requested that Board, at minimum, pay the upfront cost of attendance, and at maximum, pay all expenses. **MSC Fischer/ Britton to pay all expenses to send the Administrative Officer to Board Clerk conference.**

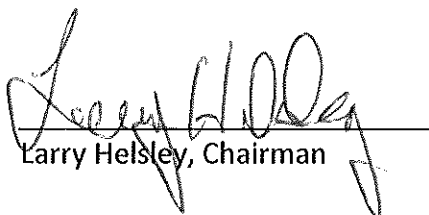
IV. DEPARTMENT AND BUSINESS REPORTS

- a. **Hazardous Reduction Progress Report:** Chief Corbett reported that he secured a Cal Fire grant in the amount of \$15,000 for a specific Hazard Reduction project.
- b. **Fire Chief's Report:** Chief Corbett reported that the County is still working on the cannabis ordinance. He is on the ad hoc committee. There is talk that maybe the TC Fire Chief Association should have a committee that reviews cannabis related permits. Chief Corbett inspected Shasacade. He reported that the Station 21 sign is being built at the High School. Bill Germe with STAR passed away on Saturday. Services are to be announced.
- c. **Fire Department Report:** Current call total: 79. We have 27 members. The Valentine Rose Sales was successful. We are sending 6 Explorers to Academy during Spring Break. The Swiss Village is in escrow and Dana Ryan has offered the buildings for a Fire Control 3 class. Details are still being worked out.
- d. **Sleeper Program Report:** No report.
- e. **Committee Reports**
- i. **Recruitment Committee:** (Britton, Helsley, Corbett) No report
 - ii. **Collections Committee:** (Owen, S. Brown) We have two invoices that haven't paid. We will write off incident response cost due to it costing more to take to court than is owed on the bill.
 - iii. **Contract Committee:** (Britton, Wetzel, S. Brown) No report
 - iv. **Budget/Financial Committee:** (Helsley, Fischer, Corbett, Kormeier, S. Brown) No report
 - v. **Policy Committee:** (Britton, S. Brown) Nothing further
- f. **Director Reports:** Dee Potter's wife's Celebration of Life is scheduled for 11am Monday the 12th at the Veteran's Cemetery in Igo. Commissioner's Helsley and Wetzel are planning to attend. Commissioner Owen thanked Chief Corbett for the Water Tender proposal.

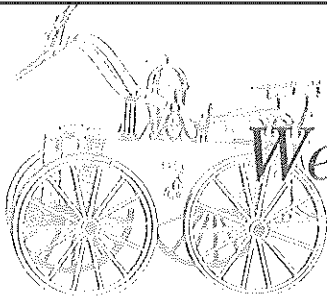
V. PUBLIC COMMENT: None

VI. CORRESPONDENCE: None

VII. ADJOURNMENT: There being no further business, the meeting was adjourned at 1111 hours.


Larry Helsley, Chairman


Serena Brown, Administrative Officer



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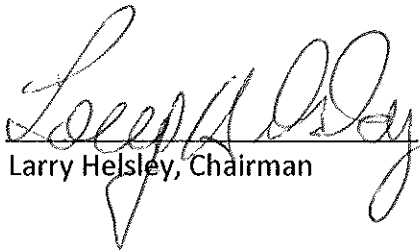
Special Meeting – March 9, 2018

- I. **CALL TO ORDER:** The Regular Meeting of the Weaverville Fire Protection District was called to order by Chairman, Larry Helsley at 1001 hours. Commissioners present: Bill Britton, George Owen, and Rick Wetzel. Commissioner absent: Bill Fischer. Others present: Fire Chief Todd Corbett, Captain Henry Boorman, and Administrative Officer Serena Brown.

- II. **ACTION ITEM:**
 - a. **Discussion/Approve – Purchase of one 2017 Ferrara Water Tender, Budget Impact not to exceed: \$279,500** – There were questions after the last regular Board meeting regarding the purchase of a new water tender. Chief Corbett presented the Board with the information that they requested including the Ferrara GSA contract, clarification on what Lease Purchase Financing is, and a “snap-shot” of our current Fire Incident Income. Chief Corbett gave a verbal report that he spoke with our financier and insurance agent regarding coverage and we are covered.
MSC Britton/Owens to purchase one 2017 Ferrara Water Tender, not to exceed \$279,500

- III. **PUBLIC COMMENT:** None

- IV. **ADJOURNMENT:** There being no further business, the meeting was adjourned at 1028 hours.


Larry Helsley, Chairman


Serena Brown, Administrative Officer