

**JANESVILLE FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING**

MEETING MINUTES

Wednesday, April 14th, 2021 at 6:30 p.m.

Meeting held at Janesville Fire Protection District Station
463-390 Main St.
Janesville, Ca. 96114
(530) 253-3737

*Parties with a disability as provided by the Americans with Disabilities Act who require special accommodations or aides in order to participate in the public meeting should make the request to the Janesville Fire Protection District three full business days prior to the meeting at (530) 253-3737 or jfpd@frontiernet.net or at the District website, janesvillefireca.org [Government Code Section 54954.2(a) (1)]

A. CALL TO ORDER/OPENING CEREMONIES

1. Called business meeting to order at 6:30 p.m. by Director Harrison
2. Pledge of Allegiance
3. Roll Call – Present: Directors Harrison, Holmes, Beck and Butterbach. Also present: Chief Ehrlich, volunteer R. Stading and Secretary Coe.

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

During Public Comments, the public may address the Board on any issue within the District's jurisdiction which is not on the Agenda.

No public comments

C. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approve April Agenda
2. Approve March Meeting Minutes
3. Approve March Financial Reports
4. Approve April Expenditures

A motion was made by Director Butterbach, seconded by Director Holmes, to approve the Consent Calendar.

The motion carried: AYES: 4, NOES: 0

D. BOARDS AND COMMISSIONS- Capital Improvement Authority Meeting held annually in May

E. CHIEF'S REPORT

CHIEF'S REPORT 04/14/21

Drill Nights:

03/02/21	21 Volunteers, 1 Explorer, 5 Guests	Dinner Night/Association Meeting, Station Cleanup, Run Review
03/09/21	21 Volunteers, 2 Explorers, 0 Guests	EMS Bag, Ambulance Familiarization
03/16/21	13 Volunteers, 4 Explorers, 0 Guests	SCBA Air Management
03/23/21	18 Volunteers, 2 Explorers, 0 Guests	Advancing Structure Hose
03/30/21	14 Volunteers, 0 Explorers, 0 Guests	Applied Structure Fire Response Techniques

March Calls: 25

E422 Aux Pump Shaft seal leaking Brandon Phillips ordered part and work will be done

Tree trimmed by Volunteer Joseph Shihadeh

5 small vegetation fires so far this year.

F. COMMITTEE REPORTS

1. SUBJECT – Maintenance of Buildings (Moore/Beck) – nothing
2. SUBJECT – Personnel (Harrison/Holmes) - nothing
3. SUBJECT – Equipment (Moore/Harrison) – nothing
4. SUBJECT – Subdivisions (Beck/Butterbach) -nothing
5. SUBJECT – DMV (Butterbach) - nothing.

G. STAFF REPORT

1. 2020/2021 Capital Improvement Plan attached for reference.
2. Information only, Kyocera lease contract requires Property Insurance Coverage on our equipment lease. Leaf Company (lease holder) will add a monthly charge of \$13.85 if our Insurance Policy through Atwood does not cover the leased Kyocera copier. Secretary Coe will research and report at May Board Meeting.
3. New and separate account within FUND 206, would be 206-3004050 –Fire Response Expenses, can be established at Lassen County Auditor's Office once it is included in new fiscal year budget 2021/2022.
4. DOM Subsection 1.10.5 District Secretary Job Description should be edited to include a pay schedule.

H. BUSINESS AND ACTION ITEMS

1. Discussion and possible action regarding engine #422 finance contract dispute with First Bankers. Reminder, the dispute is over the “transaction fee” of \$3,307.70. Email dated April 7th, 2021 and received from FDIC, Consumer Response Center is attached to agenda and informed JFPD Board, FDIC Consumer Response Center does not monitor commercial leases and suggested that civil litigation could be considered.

A motion was made by Director Butterbach, seconded by Director Beck to approve the payment of the transaction fee of \$3,307.70 (which is already included in the established payment plan) in an effort to avoid higher civil litigation attorney fees.

The motion carried: AYES: 4, NOES: 0

2. Discussion and possible action regarding purchase of 3 Cairns traditional helmets, 5 pairs of structural gloves and 1 shut-off clamp from CURTIS TOOLS, price quote is \$2,517.16.

A motion was made by Director Butterbach, seconded by Director Holmes to approve the purchase of 3 Cairns traditional helmets, 5 pairs of structural gloves and 1 shut-off clamp from CURTIS TOOLS, price quote is \$2,517.16.

The motion carried: AYES: 4, NOES: 0

I. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA: No items
(Government Code Section 54957.7)

J. CLOSED SESSION: No items

K. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION
(Government Code Section 54957.1)

L. FUTURE AGENDA ITEMS –

1. Capital Improvement Plan for year 2021/2022
2. DOM Subsection 1.10.5 District Secretary Job Description edit to include a pay schedule.

M. ADJOURNMENT

It was motioned by Director Butterbach, seconded by Director Beck and carried to adjourn the meeting at 6:55 p.m.

Submitted by Karen Coe, Secretary