**JANESVILLE FIRE PROTECTION DISTRICT**

**BOARD OF DIRECTORS**

**REGULAR MEETING**

**MEETING MINUTES**

**Wednesday, January 10th, 2024, at 6:30 p.m.**

Meeting held at Janesville Fire Protection District Station email: [jfpd@frontiernet.net](mailto:jfpd@frontiernet.net) 463-390 Main St. P.O. Box 40 website: <http://janesvillefireca.org>

Janesville, Ca. 96114 phone: (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](mailto:jfpd@frontiernet.net) or at the District website, janesvillefireca.org [Government Code Section 54954.2(a) (1)]

6:

**A. CALL TO ORDER/OPENING CEREMONIES**

1. Called business meeting to order by Board Chairman Moore at 6:35 p.m.

2. Pledge of Allegiance

3. Roll Call – Present: Directors Moore, Beck, Holmes, White and Leef, guest Bob Burns, Attorney. Present through ZOOM APP, Chief Leef. Also present: Assistant Chief R. Stading, Volunteers D. Mateo, and P. Starcevich and Secretary Coe.

**Director Beck made a motion, seconded by Director White, to approve Call to Order and Opening Ceremonies as completed.**

**The motion carried: AYES: 5, NOES: 0**

**B. PUBLIC COMMENTS**

During Public Comments, the public may address the Board on any issue within the district’s authority which is not on the agenda.

Individual public comments are subject to a 3-minute limit. **No public comments.**

**C**. **CONSENT CALENDAR**

The Board considers all matters listed under the CONSENT CALENDAR to be routine in nature and usually approved by a single vote.

1. Approve January Agenda with the addition in item G1 -Staff reports- Chief Leef reported he is researching the elimination of the Lieutenant position.
2. Approve December Regular Meeting Minutes
3. Approve December Financial Reports, Sage Balance Sheet and December Directors’ signature pages for Sage General Ledger Report, Cash with County – Operations (fund 206) & Developer Fees (fund 229).
4. Approve January Expenditures

**Director Holmes made a motion, seconded by Director White, to approve the Consent Calendar with the addition of Item C1 - January Agenda – to include Chief Leef, Staff report regarding the Lieutenant position and Secretary Coe Revenue report on Item G1.**

**The motion carried: AYES: 5, NOES: 0**

**D. BOARDS AND COMMISSIONS -** None

**E. CHIEF’S REPORT**

January 10th, 2023, Chief’s report attached.

**F. COMMITTEE REPORTS**

1. SUBJECT – Maintenance of Buildings (Moore/Beck) – Nothing to report.

2. SUBJECT – Personnel (Holmes/Leef) – Nothing to report.

3. SUBJECT – Equipment (Moore/Leef) – Nothing to report.

4. SUBJECT – Subdivisions (Beck/White) – Nothing to report.

5.SUBJECT – DMV (Chief Leef) – Nothing to report.

6. SUBJECT - New Engine (Moore/Holmes) – Nothing to report.

**G. STAFF REPORT**

1. Chief Leef reported he is researching a possible grant to purchase new SCBA (self- contained breathing apparatus.
2. Chief Leef reported he is researching the removal of the Lieutenant position.
3. Secretary Coe reported revenue of $123,552.86 in the month of December 2023 from:
4. Timber Tax - $ 318.98
5. Cal Fire - $ 1,672.50
6. Teeter Tax - $121,562.38.

**H. BUSINESS AND ACTION ITEMS**

1. Discussion and possible action regarding request from LAFCO, Local Agency Formation Commission of Lassen County, for Janesville Fire Protection District to participate on LAFCO.

**No action. Board directed this item be placed on February 14th, 2024, regular meeting agenda.**

1. Discussion and possible action regarding approval of Final Audit Report, year ending June 30, 2023, from Zack Pehling CPA.

**Director Beck made a motion, seconded by Director Holmes, to approve the Final Audit Report, year ending June 30, 2023, from Zack Pehling CPA.**

**The motion carried: AYES: 5, NOES: 0**

1. Discussion and possible action regarding the purchase of one thermal imaging camera.

**Director Holmes made a motion, seconded by Director Beck, to approve the purchase of one thermal imaging camera through Amazon at a price of $553.63 plus necessary and shipping.**

**The motion carried: AYES: 5, NOES: 0**

1. Discussion and possible action regarding the approval of 2024 insurance policy through VFIS.

**No action. Board directed this item be placed on February 14th, 2024, regular meeting agenda.**

1. Discussion and possible action regarding nominations and election of 2024 Board Chairman, Vice Chairman, and Board Secretary to be effective on February 14th, 2024, Regular Meeting.

**Director Holmes made a motion, seconded by Director Moore, to nominate, Director Beck for Board Chairman, and Director White for Board Secretary. Additionally, Director White made a motion, seconded by Director Moore, to nominate Director Holmes for Board Vice Chairman.**

**The motion carried: AYES: 5, NOES: 0**

**I. ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION**

**Chairman Moore stated there are no items for closed session****.**

**J. CLOSED SESSION –** No closed session.

**K. ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION**

**Chairman Moore stated there are no items for closed session.**

**L. FUTURE AGENDA ITEMS**

1. Items for Staff reports –

2. Items for Business and Action – LAFCO request for review and VFIS 2024 Insurance Policy

**M. ADJOURNMENT**

**Director Beck made a motion, seconded by Director White, and carried to adjourn the meeting at 7:35 p.m.**

Submitted by Karen Coe, Secretary