**JANESVILLE FIRE PROTECTION DISTRICT**

**BOARD OF DIRECTORS**

**REGULAR MEETING**

**MEETING MINUTES**

**Wednesday, February 10, 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 Moore.

 2. Pledge of Allegiance

 3. Roll Call – Present: Directors Moore, 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 February Agenda
2. Approve January Meeting Minutes

 3. Approve January Financial Reports

 4. Approve February Expenditures

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

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

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

**E. CHIEF’S REPORT**

**CHIEF’S REPORT 02/10/21**

Drill Nights:

1/12/21 13 Volunteers, 1 Explorer, 1 Guest Structure Drill

1/19/21 19 Volunteers, 1 Explorer, 0 Guests By-Laws, Annual Sexual Harassment, DOM 1.12.1 Photographing Deceased Bodies

1/26/21 18 Volunteers, 1 Explorer, 0 Guests Clean up, SCBA Don & Doff, Medical

January Calls: 28

Two new volunteers, Brent Panos, USFS firefighter and Dawn Mateo, SEMSA EMT. Poplar tree out front needs to be trimmed will be getting bids from local arborists. Need to gravel dirt parking area, has become very muddy and a nuisance. Maybe investigate better alternatives during next Capital Improvement session (May 2021). Converted kitchen light fixtures to LED and will continue to slowly change over the station as bulbs go out.

**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) - issued new “pull notice” list

**G. STAFF REPORT**

Secretary Coe reminded Directors and Chief of Form 700 filing deadline, April 1, 2021. Will provide Form 700 at next Board meeting for completion and filing.

**H. BUSINESS AND ACTION ITEMS**

1. Discussion and possible action regarding Auditor’s report, year ending June 30, 2020.

 **A motion was made by Director Harrison, seconded by Director Butterbach to accept the Robert Johnson’s Audit Report fiscal year ending June 30, 2020.**

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

1. Discussion and possible action regarding JFPD Secretary’s position opening February 24th, 2021.

 **A motion was made by Director Butterbach, seconded by Director Beck to post a flyer with a job description and directions for submission of applications to JFPD.**

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

1. Discussion and possible action regarding engine #422 finance contract dispute with First Bankers. Original complaint was filed with Consumer Financial Protection Bureau (CFPB) and CFPB has forwarded the complaint to the Federal Deposit Insurance Corporation (FDIC). Complaint ID 201202-5749149. Dispute is the “transaction fee” of $3,307.70. Discussion updated Board who requested item be placed on March Agenda.

No action at this time.

1. Discussion and possible action regarding a new copy machine. Board requested more research and to have item placed on March Agenda. No action at this time.
2. Discussion and possible action regarding truck/transfer load of gravel for dirt parking lots.

**A motion was made by Director Harrison, seconded by Director Butterbach to approve the purchase of 1 load of ¾ crush gravel.**

**The motion carried: AYES: 5, 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 –** Research payoff for Command Vehicle, update re poplar tree, update re engine #422 contract dispute with First Bankers over “transactions fee” of $3,307.70, and research re possible new copy machine.

**M. ADJOURNMENT**

 **It was motioned by Director Beck, seconded by Director Harrison and carried to adjourn the meeting at 7:07 p.m.**

Submitted by Karen Coe, Secretary