**JANESVILLE FIRE PROTECTION DISTRICT**

**BOARD OF DIRECTORS**

**REGULAR MEETING**

 **MEETING MINUTES**

**Wednesday, September 14th, 2022 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 6:38 p.m. by Director Moore.

 2. Pledge of Allegiance

 3. Roll Call – Present: Directors Moore, Holmes, Beck and White. Also present: Chief Ehrlich, Volunteers Stading, Mateo and S. Leef (training for secretary’s duties) 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 September Agenda
2. Approve August Meeting Minutes
3. Approve June, July & August Financial Reports and Sage Balance Sheet.
4. Approve June, July & August Directors’ signature page for Sage General Ledger Report, Cash with County – Operations (fund 206) & Developer Fees (fund 229).
5. Approve September Expenditures

 **A motion was made by Director White, seconded by Director Holmes, to approve the Consent Calendar with the addition of Agenda Item H. BUSINESS AND ACTION ITEMS, H. 2. - Discussion and possible action to approve Power-up Electric Services to repair the Generac generator’s automatic transfer switch.**

 **The motion carried: AYES: 4, NOES: 0**

**D. BOARDS AND COMMISSIONS –** Information only, Capital Improvement Authority Meeting held annually in May.

**E. CHIEF’S REPORT**

**Chief’s Report 09/14/2022**

Drill Nights: August Calls: 13

08/02/22 10 Volunteers - Dinner Night, Run Review

08/09/22 7 Volunteers – Low Angle Rescue

08/16/22 8 Volunteers – Apparatus Detail & Orientation

08/23/22 10 Volunteers – Squad Ambulance Familiarization/ SCBA’s

08/30/22 10 Volunteers, 6 Guests – Patient Assessment/Documentation RCR’s

Rescue 452 Replaced Anti-Sway Bar End Links.

Utility 454 Full Brake job.

All other equipment in service as of 9/5/22

Additional information provided at meeting Engine #422 has been rented to Cal Fire since Thursday, September 8, 2022.

**F. COMMITTEE REPORTS**

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

 2. SUBJECT – Personnel (Harrison/Holmes) - Nothing

 3. SUBJECT – Equipment (Moore/Harrison) - New engine #424 was picked up today. Water Tender #431 had front plate stolen (license # 1169301), unknown where or when. The theft of the plate was discovered when JFPD was issued a Bridge Toll invoice form FASTRAK for $22.00. The violation occurred on August 23, 2022 at the Antioch Bridge. FASTRAK Invoice # I712279324085. Chief Ehrlich filed a stolen plate report with the California Highway Patrol, report# s043-140-22. Water Tender #431 had 2 batteries replaced.

 4. SUBJECT – Subdivisions (Beck/White) - Nothing

 5.SUBJECT – DMV (Chief Ehrlich) - Nothing

**G. STAFF REPORT** Staff formally introduced Sarah Leef to the Board of Directors and reported that she is learning the secretary duties quickly and efficiently. Staff reported additional training hours will be requested on future agenda to continue training. Staff reported no update regarding the research for a Certified Public Accountant (CPA) to conduct the annual audit.

**H. BUSINESS AND ACTION ITEMS**

1. Discussion and possible action regarding continued research on new engine.

**A motion was made by Director White, seconded by Director Holmes to accept the Golden State Fire Apparatus proposal to purchase one Pierce Manufacturing, INC. Saber WUI (Wildland Urban Interface) Type 1 Engine.**

**Additionally, the motion included a direction to staff to request new lease figures to include 1. A down payment total of $431,403.00, 2. A seven (7) year lease term and 3. To determine if a prepayment penalty would be included.**

**Additionally, the motion included a direction to staff to create a new and temporary COMMITTEE titled – New Engine, comprised of Chief Ehrlich, Directors Moore and Holmes, assisted by Secretary Coe to continue working on this lease.**

**Roll call vote.**

**Holmes – Aye**

**White – Aye**

**Beck – Aye**

**Moore – Aye**

**Harrison - Absent**

**The motion carried: AYES: 4, NOES: 0**

1. Discussion and possible action regarding the approval for Power-Up Electric Services to service the Generac generator and repair the automatic transfer switch at a cost not to exceed $2,950.

 **A motion was made by Director White, seconded by Director Beck to approve the proposal for Power-Up Electric Services to service the Generac generator and repair the automatic transfer switch at a cost not to exceed $2,950.**

**The motion carried: AYES: 4, NOES: 0**

**I. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA:**

(Government Code Section 54957.7)

Nothing on Agenda

**J. CLOSED SESSION:**

Nothing on Agenda

**K. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION**

(Government Code Section 54957.1)

 Nothing on Agenda

**L. FUTURE AGENDA ITEMS**

**M. ADJOURNMENT**

 **It was motioned by Director White, seconded by Director Beck and carried to adjourn the meeting at 7:14 p.m.**

Submitted by Karen Coe, Secretary