**JANESVILLE FIRE PROTECTION DISTRICT**

**BOARD OF DIRECTORS**

**REGULAR MEETING**

**MEETING MINUTES**

**Wednesday, January 8, 2025, 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 Vice Chairman Holmes at 6:34 p.m.

2. Pledge of Allegiance

3. Roll Call – Present: Directors Holmes, White, Leef and Moore. Also present were Chief Leef via phone, Assistant Chief R. Stading, and Secretary K. Coe.

4. Oath of Office administered to Directors Holmes, White and Leef.

**Director Moore made a motion, seconded by Director White to approve Call to Order and Opening Ceremonies as completed, including the Oath of Office administered to Directors Holmes, White and Leef.**

**The motion carried: AYES: 4, 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 is usually approved by a single vote.

1. Approve January Agenda (*additions* and/or *deletions*).
2. Approve December Regular Meeting Minutes and **amended** November 13, 2024 Regular Meeting Minutes.
3. Approve July, August, September, October, November and December Financial Reports, and Sage Balance Sheets if available from the Auditor’s Office and if not available, postpone until February 12, 2025 Agenda.
4. Approve July, August, September, October, November and December Directors’ signature pages for Sage General Ledge, Cash with County – Operations (fund 206) & Developer Fees (fund 229) if available from the Auditor’s Office and if not available, postpone until February 12, 2025 Agenda.
5. Approve the January Expenditures

**Director White made a motion, seconded by Director Leef, to approve the Consent Calendar****, including July, August, September, & October on C3 & C4 and postponing November & December until February 12, 2025 Meeting Agenda.**

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

**D. BOARDS AND COMMISSIONS** None

**E. CHIEF’S REPORT -** See attached for January 8, 2025, Chief’s report.

**F. COMMITTEE REPORTS**

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

2. SUBJECT – Personnel (Holmes/Beck) – 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 - Lease Agreement (Holmes/David Leef & Chief Leef) – Nothing to report.

**G. STAFF REPORT**

1. Chief – Update for engine #423 (corrected from Agenda item G.1. that incorrectly lists engine #426) (surplus). Chief Leef reported that he will continue to research placing this engine online for an auction sale.
2. Secretary – Station usage agreement is still with Attorney Margaret Long’s Office for review and additions. Each Director completed California Form 700 (covering January 1, 2024 through December 31, 2024). *The Directors completed the Special District Information Sheet Authorized Signatures for Claims & Transfers Form*.

**H. BUSINESS AND ACTION ITEMS**

1. Discussion and possible action regarding (was left on agenda for possible additions).

**No additions were made.**

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

1. No closed session items

**J. CLOSED SESSION**

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

1. No closed session items

**L. FUTURE AGENDA ITEMS**

1. Items for Staff reports – Engine #423 update, update SEMSA LEASE AGREEMENT,

2. Items for Business and Action – November & December Financial reports

**M. ADJOURNMENT**

**Director White made a motion, seconded by Director Leef, and it was carried to adjourn the meeting at 6:53 p.m.**

Submitted by Karen Coe, Secretary