**JANESVILLE FIRE PROTECTION DISTRICT**

**BOARD OF DIRECTORS**

**REGULAR MEETING**

**MEETING MINUTES**

**Wednesday, October 9, 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 Beck at 6:30 p.m.

2. Pledge of Allegiance

3. Roll Call – Present: Directors Beck, Holmes, White, and Leef. Also present were Chief Leef, Assistant Chief R. Stading and Holly Stading (taking notes for Secretary K. Coe).

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

**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 October Agenda (*additions* and/or *deletions*).
2. Approve September Regular Meeting Minutes.
3. Approve June, July, August, and September Financial Reports, Sage Balance Sheets if available from the Auditor’s Office and if not available, *postpone until November 13, 2024 Agenda*.
4. Approve June, July, August, and September 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 November 13, 2024 Agenda*.
5. Approve October Expenditures

**Director Holmes made a motion, seconded by Director White, to approve the Consent Calendar** **with the postponement of items C3 & C4 until 11/13/24.**

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

**D. BOARDS AND COMMISSIONS** None

**E. CHIEF’S REPORT -** October 9, 2024, Chief’s report attached.

**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 Leef reported that we did not receive the FEMA (Federal Emergency Management Agency) Grant for SCBA’s and Chief Leef would like to hire a grant writer to assist with next year’s application. Engine #426 has been pulled out of service and the equipment is being moved to engine #421. Radio in engine #421 has been installed and programmed.

**H. BUSINESS AND ACTION ITEMS**

1. Discussion and possible action regarding approval for routine annual flow tests on 17 MSA SCBA/masks and routine annual flow tests on 6 standalone masks. Additional masks will be invoiced at $33.00 per mask, estimated on L.N. Curtis Quotation #318036 in the amount of $2,273.40.

**Director White made a motion, seconded by Director Holmes, to approve the routine annual flow tests on 17 MSA SCBA/masks and routine annual flow tests on 6 standalone masks. Additional masks will be invoiced at $33.00 per mask, estimated on L.N. Curtis Quotation #318036 in the amount of $2,273.40.**

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

1. Discussion and possible action regarding approval to change our pest control services to Clark Pest Control for an initial cost of $160.00 and $105.00 monthly for a 12-month service contract as quoted in Clark service agreement Account #3766364.

**Director White made a motion, seconded by Director Holmes, to approve the change in our pest control services to Clark Pest Control for initial costs of $160.00 and $105.00 monthly for a 12-month service contract as quoted in Clark service agreement, Account # 3766364.**

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

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 – Lease agreement update, Engine #423 as surplus, financial reports

2. Items for Business and Action –

**M. ADJOURNMENT**

**Director White made a motion, seconded by Director Leef, and carried to adjourn the meeting at 6:55 p.m.**

Submitted by Karen Coe, Secretary

Notes regarding meeting provided by Holly Stading