

**JANESVILLE FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING**

MINUTES

Wednesday September 9th, 2020 at 6:30 p.m.

Meeting held at Janesville Fire Station
463-390 Main St Janesville CA 96114
(530) 253-3737

A. CALL TO ORDER/OPENING CEREMONIES

1. Call business meeting to order 6:35 p.m. by Director Harrison
2. Roll Call – Directors Harrison, Beck and Butterbach: Also present: Chief Ehrlich, Volunteers Roderick and 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.

None

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 July and August Financial Reports (if County Auditor's Office reports are available).
4. Approve September Expenditures

A motion was made by Director Butterbach to approve the Consent Calendar with the exception of item C3. – Approve July and August Financial Reports be changed to read *“July and August Financial Reports to be postponed to next Board Meeting, (October 14, 2020) or when the July and August 2020 Special District Financial Reports become available if after that date”*.

The motion carried: AYES: 3, NOES 0

D. BOARD AND COMMISSIONS:

None

E. CHIEF'S REPORT

Chief's Report 09/09/2020

Drill Nights:

08/04/20 – 16 Volunteers, 2 Explorers, 1 Guest – Dinner Night, Vertical & Horizontal Ventilation

08/11/20 - 14 Volunteers, 2 Explorers, 0 Guests – Foam Operations

08/18/20 – 16 Volunteers, 3 Explorers, 0 Guests – Vehicle Operations

08/25/20 – No Drill

August Calls: 21

E422 was assigned to the Sheep Fire for 18 days.

E422 is rented and at Cal Fire Headquarters

F. COMMITTEE REPORTS

1. Maintenance of Buildings (Moore/Beck) –Nothing
2. Personnel (Harrison/Holmes) - nothing
3. Equipment (Moore/Harrison) – nothing
4. Subdivisions (Beck/Butterbach) - nothing
5. DMV (Butterbach) – nothing

G. STAFF REPORT – Secretary Coe reported the following information;

1. Notice of Insurance Allied World Insurance Company Policy Conditional Renewal- Communicable Disease Exclusion clarifies in writing that exposures related to communicable diseases are excluded. Written clarification provided due to Covid-19 Pandemic.
2. Reminder for Form 700, Target Solutions Ethics & Sexual Harassment training for Board Directors and staff.
3. DOM section 2.18 Staffing during Fire Weather Watch/Red Flag Warning/Emergency Periods new line item added 206-3000107 Emergency Staff added.
4. Additional information provided to Board regarding the need for an increase in the JFPD 2020/2021 Budget, line-item 3000100 – wages, to offset and balance this line item. The increase in this line item expense is due to the Sheep Fire payroll incurred in September 2020 and will be supported by the Sheep Fire revenue.

H. BUSINESS AND ACTION ITEMS

1. Discussion and possible action regarding replacement of 12 existing windows at Main Street Fire Station.

FISCAL IMPACT: Total estimate (see attached Freedom Building and Design estimate) is \$14,360.

ACTION REQUESTED: Approve the estimate submitted by Freedom Building and Design for \$14,360 for 12 new windows at Main Street Fire Station.

A motion was made by Director Butterbach and seconded by Director Beck to approve the Freedom Building and Design bid of \$14,360 and to proceed with replacing the 12 windows.

The motion carried: AYES: 3, NOES: 0

I. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA

(Government Code Section 54957.7)

Nothing on agenda to disclose.

J. CLOSED SESSION ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION

Nothing on agenda.

K. RETURN TO OPEN SESSION (Government Code Section 54957.1)

L. FUTURE AGENDA ITEMS

1. Carry over from September agenda Consent Calendar, Item C-3, Approve July and August Financial reports.

M. ADJOURNMENT It was motioned by Director Beck, seconded by Director Moore (who previously arrived at the meeting) and carried to adjourn the meeting at 6:53 p.m.

Submitted by Karen Coe, Secretary