**JANESVILLE FIRE PROTECTION DISTRICT**

**BOARD OF DIRECTORS**

**REGULAR MEETING**

**MEETING MINUTES**

**Wednesday, December 11, 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 6:29 p.m.

2. Pledge of Allegiance

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

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

**The motion carried: AYES: 5, 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 December Agenda (*additions* and/or *deletions*).
2. Approve November Regular Meeting Minutes.
3. Approve June, July, August, September and October Financial Reports, Sage Balance Sheets if available from the Auditor’s Office and if not available, *postpone until December 11, 2024 Agenda*.
4. Approve June, July, August, September and October 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 December 11, 2024 Agenda*.
5. Approve the December Expenditures

**Director Holmes made a motion, seconded by Director White, to approve the Consent Calendar****, including only June on C3 & C4 and postponing July, August, September, and October months on C3 & C4 until January 8, 2025 Regular Meeting Agenda.**

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

**D. BOARDS AND COMMISSIONS** None

**E. CHIEF’S REPORT -** See attached for November 13, 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 – Station Usage Agreement, Chief Leef requested discussion regarding public use of the Main Street Station meeting hall.

Board directed staff to forward DOM subsection 4.20 – JFPD, Station Use Agreement to Attorney, Margaret Long, for review and recommendations. Specific questions to include,

a.) Can we charge a usage fee or collect a deposit, since we are a non-profit organization? b.) Does attorney recommend an addition of liability coverage for potential users?

1. Secretary – nothing to report.

**H. BUSINESS AND ACTION ITEMS**

1. Discussion and possible action regarding nominations and election of 2025 Board Chairman, Vice Chairman, and Board Secretary to be effective on January 8, 2025, at the Regular Meeting.

**Director White made a motion, seconded by Director Moore, to maintain the current positions for a second year, to expire December 31, 2025. Andy Beck will remain Chairman, Kenneth Holmes will remain Vice Chairman, and Ray White will remain Board Secretary.**

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

1. Discussion and possible action regarding approval of SEMSA lease agreement.

**Director White made a motion, seconded by Director Holmes, to approve the SEMSA lease agreement.**

**The motion carried: AYES: 5, 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 – Engine #423 update,

2. Items for Business and Action – Financial reports, Director Appointment certificates and Form 700 for new appointed positions and for 2025 year.

**M. ADJOURNMENT**

**Director White made a motion, seconded by Director Leef, and it was carried to adjourn the meeting at 7:09 p.m.**

Submitted by Karen Coe, Secretary