

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

MEETING MINUTES

Wednesday, January 13, 2021 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 6:30 p.m. by Director Harrison.
2. Pledge of Allegiance
3. Roll Call – Present: Directors Harrison, Holmes, Beck and Butterbach. Also present: Chief Ehrlich and Secretary Coe.
4. SWEARING IN CEREMONY- Director Harrison and Director Holmes were sworn in as newly-elected Board Members by Chief Ehrlich.

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 January Agenda – Secretary Coe requested to have Staff Report item G2, added to section H. BUSINESS AND ACTION ITEMS as H4.
2. Approve December Meeting Minutes
3. Approve December Financial Reports
4. Approve January Expenditures

A motion was made by Director Holmes, seconded by Director Beck, to approve the Consent Calendar with the addition of Staff Report item G2 be moved to Business and Action Item, H4.

The motion carried: AYES: 4, NOES: 0

D. BOARDS AND COMMISSIONS- Capital Improvement Authority Meeting held annually in May

E. CHIEF'S REPORT

CHIEF'S REPORT 01/13/21

Drill Nights:

No in person drills in December due to Covid-19 precautions. Target Solutions was used instead.

November Calls: 23

Windows were replaced.

F. COMMITTEE REPORTS

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

G. STAFF REPORT

1. Audit with Bob Johnson went well and is completed, Secretary Coe distributed year ending June 30, 2020 Independent Auditor's report. Director Harrison asked to have this report placed on February 10th meeting agenda for discussion after Board Directors have had a chance to review the report.
2. Cal Fire check received and 17,560.00 deposited with Lassen County Auditor's office on December 29, 2020 for Engine #422 usage/coverage o LMU SEPT. MOVE UP. Item moved to Section H Business and Action Items as H4.
3. Secretary Coe reported that Kristin Luther worked via phone on Sunday January 10th to train and complete W2 & W3 forms.

H. BUSINESS AND ACTION ITEMS

1. Discussion and possible action regarding JFPD DOM Section 1.12.1 –Photographing Deceased Person.

A motion was made by Director Beck, seconded by Director Butterbach, to accept and approve JFPD DOM Section 1.12.1 – Photographing Deceased Person.

The motion carried: AYES: 4, NOES: 0

2. Discussion and possible action regarding options for disposition of First Bankers contract for engine #422. Director Holmes reported that the initial complaint filed with the Consumer Financial Protection Bureau (CFPB) has processed through the initial finance company who was not responsible for the additional \$3,307.70 transaction fee. The loan was sold to

a second finance company (First Bankers) and the CFPB complaint is now progressing with them.

No action at this time. Item to be moved to Future Agenda section for February 10th Agenda.

3. Discussion and possible action regarding Budget Appropriation Transfer from Operations Account/Fund 206 to Developer Fees Fund 229.

No action at this time.

4. Addition of Staff Report item G2
Discussion and possible action re deposit of Cal Fire check #65-779362, total amount of check is \$49,387.50.

A motion was made by Director Butterbach, seconded by Director Holmes to approve Cal Fire Check #65-779362, total amount of \$49,387.50, be forwarded to the Lassen County Auditor's Office where they will deposit \$17,560.00, for usage of engine #422, into JFPD fund 206- account #2006200- revenue, State- and the remainder of the check, \$31,827.50, to be deposited into the proper Susanville City Fire Department account for providing staffing on the engine.

The motion carried: AYES: 4, NOES: 0

I. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA: No items
(Government Code Section 54957.7)

J. CLOSED SESSION: No items

K. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION
(Government Code Section 54957.1)

L. FUTURE AGENDA ITEMS - Update re new copy machine, update on engine #422, First Bankers contract dispute filed with CFPB and create an action item to post job opening for District Secretary position.

M. ADJOURNMENT

It was motioned by Director Holmes, seconded by Director Beck and carried to adjourn the meeting at 6:45 p.m.

Submitted by Karen Coe, Secretary