



FELTON FIRE PROTECTION DISTRICT

131 Kirby Street, Felton CA 95018 831 335-4422

Regular Meeting Minutes

Of The Board of Directors

August 07, 2023

Location: *Felton Fire Station Meeting Room, 131 Kirby St, Felton California*

ZoomOption:

<https://us06web.zoom.us/j/82592015150?pwd=aHFrZGNtU2JXbXorQ2xkVVVlbCtGUT09>

Convene Meeting:

1.1 Call to Order: Meeting was called to order by Chairperson Jim Anderson at 6:01 p.m.

1.2 Pledge of Allegiance

1.3 Roll Call: Directors C. Foreman (remote), R. Gelini, J. Anderson, N. Crandell

Staff: Chief Gray, L. Dennis

Absent: D. Ladd

Guests: Gabrielle Barr (DISH Wireless), Sean O'Sullivan (remotely) (DISH Wireless)

1.4 Approve meeting minutes of the Regular Meeting held on July 10, 2023. Regular meeting minutes approved as written on motion by Director Crandell and second by Director Gelini and passed.

Ayes: Directors Foreman, Gelini, Crandell

Noes: none

Abstain: none

Absent: Ladd

1.5 Considerations of Additions to the Agenda: None

2.0 Public Comment: None.

3.0 Public Hearing: Director Anderson opened the Public Hearing at 6:04 p.m.

3.1 Adopt Final Budget for fiscal year 2023/2024

Chief Gray stated there was more carryover than originally anticipated so he made adjustments accordingly. The changes are highlighted in the itemized version of the budget to indicate where the dollars were spread. Director Crandell asked about the amounts in 62301-Accounting & Other Audit fees. Chief explained that we will have an audit this year and the cost was \$8,000 last time (2 years ago). Director Crandell also asked about the two amounts listed in Retirement as UAL. Chief Gray explained one represented the required unfunded liability payment we just made, and the

other amount labeled Discretionary would include any contribution made to our CEPPT account. Director Anderson asked for a motion to approve the budget.

Director Gelini made a motion to adopt the Final Budget presented for fiscal year 2023-2024, and Director Foreman seconded.

Ayes: Directors Foreman, Crandell, Gelini, and Anderson

Noes: none

Abstain: none

Absent: Ladd

Motion carried.

3.2 Adopt Ordinance 1-2023 District Fee Schedule

Chief Gray stated there were no changes to the original ordinance draft, just some grammatical edits as requested. This ordinance will remain in effect until it's replaced in the future.

Director Foreman made a motion to adopt the ordinance as presented, and Director Gelini seconded.

Ayes: Directors Foreman, Crandell, Gelini, and Anderson

Noes: none

Abstain: none

Absent: Ladd

Motion carried.

Director Anderson closed the Public Hearing at 6:12 p.m.

4.0 Directors Reports: Director Gelini asked Director Anderson about the Branciforte Fire status, as he found the newspaper article about it confusing. Director Anderson replied that LAFCO approved the merger of Scotts Valley Fire and Branciforte Fire. A Branciforte Fire advisory committee has been formed to work with the Scotts Valley Fire board. There are some language changes to the original agreement being discussed and considered that were brought up by members of the public. Director Anderson explained how future incident responses and logistics will work for the merged districts. The intention is that Scotts Valley will retain the three existing Branciforte paid employees. He added that the City of Santa Cruz Fire has reached out to Central Fire to discuss and explore possibilities for contracted services.

5.0 Staff Report: Chief Gray highlighted some of the items from his written report provided.

- The Type 6 chassis is at Qtac. More updates to come on potential build timeline and delivery dates. Qtac received a number of chassis and they will be built in the same order as the purchase requests came in. We have received the invoice for the chassis in the amount of \$78,703.35 payable to Ron DuPratt Ford which is now due. Director Anderson approved the invoice to be paid.

- We had a fire at the Grove Café Saturday evening. Passersby reported the smoke by calling 911, which led to our quick attack and minimal damage. Chief spoke with the owner and offered to come speak with her staff regarding kitchen safety.
- The radio project continues to progress. The County is participating well. He has met with some of the other Chiefs to hear their concerns. Some additional general discussion followed.
- The Fire Safe Council has voted Adam Hensleigh as their Vice President. He will be an asset in this position. Wednesday evening Chief will be attending a zoom meeting with the FireWise leaders, Fire Safe Council and Chief Armstrong. They will be speaking to the FireWise leaders regarding “shelter in place”. Director Foreman asked Chief what their approach is and if CalFire has provided them anything to use. He replied no they haven’t and they are basically going to work with many what-if scenarios. They will discuss safety plans and how to prepare.
- Recruitment flyers and brochures have arrived, and are being distributed. They have QR codes that can be scanned for site information and applications. Our hiring event began last Monday. We will have a booth in front of the station at this Saturday’s event. He also added that we’ve changed from “volunteer” to “paid-call firefighter”, as it is more in line with labor code.
- Chief provided board members with a flyer for the event this weekend – Downtown Felton Pie Contest. Kirby Street will closed to traffic all day.

6.0 Unfinished Business:

6.1 Contract for payroll / claims service through the County auditor controller – Update, no action.

Chief Gray reported there has been no updated contract received from the County yet.

6.2 Staffing challenges – Discuss solutions for staffing and possible shared services with other districts – Update.

Chief Gray asked if Director Anderson would like to provide a report. Director Anderson reported that he has met with and had discussion with Bob Locatelli and some other department Chiefs. Zayante has formed an ad-hoc committee and will be meeting with us to discuss options further.

Chief Gray reported that he met with Chief Maxwell last week to discuss ways to help each other and potential solutions. Chief Maxwell shared with him some of his experiences from Central Fire when their merger work began. They discussed wanting to build on daytime training efforts and will discuss further. They also discussed past combined training issues they had and mistakes made.

Director Anderson added that they will explore ways to wall-off PERS commitments in their future combined effort. He plans to speak with his executive director on this, as he has some experience in this area. The ad-hoc committee will discuss this more when they meet.

7.0 New Business:

7.1 Presentation and proposal by DIRECTTV to lease space on District property.

Chief Gray introduced Gabrielle Barr, VP MET3 Developing and Consulting, and apologized as she is representing DISH TV, not DIRECTTV.

Gabrielle explained they are actually DISH Wireless, representing a broad spectrum of services. She introduced Sean O'Sullivan who handles the technical/ design/ engineering portions. She described what they would be proposing both in site equipment and a lease. Basic lease terms are 5 years, with renewals every 4 or 5 years for a total of 25 years. Normal monthly rental amount offered is \$1,900. She provided aerial photos of our building site and their proposed placement of equipment. Sean explained they'd propose to use our chimney to mount approximately 600 pounds of equipment consisting of an antenna and 2 radios. They would propose a cement pad to mount ground cabinets on. They will need to do additional legwork to explore other requirements.

Director Foreman asked if they would have their own PG&E meter, to which Gabrielle replied yes. Additional discussions followed regarding power and backups, and concerns with providing coverage for more than existing AT&T. Gabrielle offered to explore proposing to her management the possibility of a new generator to replace our aged unit, that could accommodate all three of us potentially.

Director Crandell stated he is interested in hearing more, pending overcoming some of the issues brought up in discussion. Board members were open to consideration for this source of monthly income.

Board members requested Chief Gray to coordinate with Gabrielle and Sean for further site review and available space. He will be in contact with them to schedule.

8.0 Approve paid vendor claims for the month of July 2023: Board members reviewed the vendor claims in the amount of \$32,562.21 for the month of July. Chief Gray commented that we have been reviewing some of our vendor costs and looking at ways, changes to have cost savings. Claims were approved as presented on motion by Director Crandell and seconded by Director Gelini.

Ayes: Directors Foreman, Gelini, Crandell

Noes: none

Abstain: none

Absent: Ladd

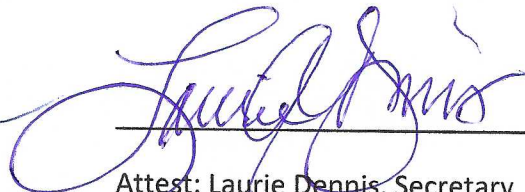
Motion carried.

9.0 Closed Session: none

10.0 Set date for the next meeting: The next Regular Meeting will be held on **Monday, September 11, 2023 at 6:00 P.M.** The meeting will be in person at the Felton Fire Station.

11.0 Adjourn: Director Anderson moved to adjourn the meeting at 7:25 p.m.



Jim Anderson, Chairperson

Attest: Laurie Dennis, Secretary