



Felton Fire Protection District Board of Directors
MINUTES
Monday, March 3, 2025
6:00 p.m.

Call to Order-Chair Crandell called the meeting to order at 6:00 p.m.

Pledge of Allegiance

Roll Call-Directors Anderson, Conrad, Schwanbeck, Shults, and Chair Crandell were present.

Consideration of Additions/Deletions to the Agenda-None.

Statements of Disqualification-None.

Consent Agenda

1. Approval of the Minutes of February 03, 2025, and the Special Meeting Minutes of February 15, 2025.

MOTION: Motion made by Director Schwanbeck, seconded by Director Shults, to adopt the Minutes of February 03, 2025, and the Special Meeting Minutes of February 15, 2025, with the following correction to the Minutes of February 03, 2025: Correct the spelling of Director Conrad's name in the voting key of Item 6.1.

ACTION: The motion carried by the following vote:

AYES: Directors Anderson, Conrad, Schwanbeck, Shults, and Chair Crandell

NOES: None

2. Approval of the 2025 Regular Meeting Schedule of the Felton Fire Protection District Board of Directors

MOTION: Motion made by Director Schwanbeck, seconded by Director Shults, to approve the 2025 Regular Meeting Schedule of the Felton Fire Protection District Board of Directors with the following correction: the regular meeting date of September 1, 2025, is moved to September 8, 2025, due to the Labor Day holiday.

ACTION: The motion carried by the following vote:

AYES: Directors Anderson, Conrad, Schwanbeck, Shults, and Chair Crandell

NOES: None

3. Approval of Paid Vendor Claims for the Month of February 2025.

MOTION: Motion made by Director Schwanbeck, seconded by Director Shults, to approve paid vendor claims for the month of February 2025.

ACTION: The motion carried by the following vote:

AYES: Directors Anderson, Conrad, Schwanbeck, Shults, and Chair Crandell

NOES: None

4. Correspondence-None.

Public Comment/Oral Communications-None.

Director's Reports-None.

Ad Hoc Committee Reports

Director Conrad provided the Board with an update on the activities of the Strategic Plan Ad Hoc Committee, which has been meeting on Saturdays since formation at the special meeting on February 15, 2025. Directors were given a worksheet with a list of functional and/or operational areas that they were requested to prioritize (see attached) and submit to the Board Secretary by Friday, March 7, 2025.

Director Anderson advised the Board the Finance Ad Hoc Committee has not yet convened; scheduling is in progress.

Chair Crandell and Director Schwanbeck provided the Board with an update on the Standard Operating Procedures (SOPs) Ad Hoc Committee.

ACTION: Discussion held; no action taken.

Staff Report

5. Chief's Report

Chief Brownlee presented her report to the Board.

ACTION: Discussion held; no action taken.

General Business

6. Discussion/Action: TowerPoint Updated Offer Letter to Buy-Out AT&T Cell Tower Lease (Anderson/Schwanbeck) (Item continued from 2/03/25 meeting).

ACTION: Discussion held; no action taken.

7. Discussion/Action: Declare Rescue 2366 to be Surplus and Direct the Fire Chief to Take Related Actions.

MOTION: Motion made by Director Conrad, seconded by Director Anderson, to declare Rescue 2366 surplus and authorize the Fire Chief to make all necessary arrangements to sell Rescue 2366 to Scotts Valley Fire Protection for \$4898.00, as is, not including the radio and CradlePoint equipment/license.

ACTION: The motion carried by the following vote:

AYES: Directors Anderson, Conrad, Schwanbeck, Shults, and Chair Crandell

NOES: None

8. Discussion/Action: Consider Adoption of a Resolution of Intent to Terminate Contract with CalPERS.

MOTION: Motion made by Director Anderson, seconded by Director Conrad, to adopt Resolution Number 25-01, a Resolution of Intent to Terminate Contract with CalPERS and direct the Fire Chief to return with a status update on or before the June 2025 regular meeting of the Board of Directors.

ACTION: The motion carried by the following vote:

AYES: Directors Anderson, Conrad, Schwanbeck, Shults, and Chair Crandell

NOES: None

Adjournment-Chair Crandell adjourned the meeting at 6:39 p.m.



Chair Norm Crandell

Attest:



Tess Fitzgerald, Board Secretary

The next regular meeting of the Board of Directors will be held April 7, 2025, at 6:00 p.m.