

West Plainfield Fire Protection District

24901 Road 95, Davis, California 95616 • (530) 756-0212

**Minutes – March 20, 2018
West Plainfield Fire Protection District Board of Commissioners**

1. CALL TO ORDER

The meeting was called to order at 7:01 pm by President McMullen. Present were:

Commissioners: Beoshanz, McMullen, Yeager, Hjerpe (7:40pm) and Guarino
Staff: Chief Cherie Rita and Clerk Sharon Grafton
Absent: Assistant Chief Bill Heins

2. REVIEW DISCUSSION OF BILLS

- a. Approve payment of bills as amended to add US Bank

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

To approve the bills in the amount of \$5,057.55.

Passed: Unanimously

3. PUBLIC COMMENT

None

3. LILLARD HALL

- a. Lillard Hall Business
Concern over the Handicap parking was discussed as it seems that not everyone abides by the signage. Chief Rita will research who enforces these spaces and what is considered proper markings to be enforced.

Motion by: Commissioner Guarino
2nd: Commissioner Beoshanz

To install Handicap signage in front of the spaces.

Passed: Unanimously

- b. Lillard Hall Reports

Motion by: Commissioner Guarino
2nd: Commissioner Beoshanz

To approve the Lillard Hall Report.

Passed: Unanimously

- c. Lillard hall Committee Report Ad Hoc
 - i. Financial Analysis Report
Nothing to report
 - ii. Landscaping/Fencing
The volunteers gave the committee some recommendations/suggestions for landscaping and improvement for consideration. It was unclear which area was being discussed since there is the area north of the Hall and south of the Hall. By consensus it was agreed that the area North of the walkway at the Hall would be covered by the District and the area south of the Hall would be covered by the Hall. The committee will discuss with the volunteers to determine which area or if both areas are being discussed and bring back to the Board with recommendations.
 - iii. Lillard Hall Painting
It was agreed this is the responsibility of the Hall and that it be taken off the Agenda. In its place, it was suggested to add Lillard Hall Maintenance.
 - iv. BQ pit bricks behind Lillard Hall
The Lillard Hall Committee will look into the possibility of removing the bricks.

5. FINANCIALS

- a. Deposits
5 Deposits totaling \$3,695.42

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

To approve the deposits in the amount of \$3,695.42.

Passed: Unanimously

- b. Financial Reports
Chief Rita informed the Board that there is an "Unassigned" category on the Trial Balance that may be available to assign and she will be researching this further. President McMullen asked that this be added to the next agenda for discussion.

6. NEW BUSINESS

- a. Discussion/Action – B230 Build
Chief Rita informed the Board that Assistant Chief Heins, Assistant Chief Stiles and herself had met and have discussed the possibility of building out Grass 30 before Brush 230. They will be discussing this further and she will bring back a recommendation to the Board.

7:40pm Commissioner Hjerpe arrived

- b. 4 way stop at County Road 31 and 96.
Commissioner Beoshanz stated that he had concerns over the intersection of County Road 96 and 31. It was requested that something be done to contact the county on the issue. All agreed it was a dangerous intersection and that the County Road Supervisor should be contacted.

Motion by: Commissioner Beoshanz
2nd: Commissioner Guarino

To send a letter with the minute action asking the Department Head of the County Road Supervisors Office to evaluate the danger at intersection of County Road 31 and 96 and the need for a stop sign as well as speed limits on County Road 96 from County Road 30 to Russel.

All agreed that the Clerk would draft the letter and that President McMullen would sign.

Passed: Unanimously

7. OLD BUSINESS

Nothing to discuss.

8. CHIEF'S REPORT

Chief Rita informed the Board of a few items.

- Tom Lopez, who is running for Sheriff attended the Pancake Breakfast this year.
- At the County Chiefs meeting, the Chiefs are still moving forward on pushing to get a portion of the Safety Tax and the Cannabis Tax.
- Brush 230 and Grass 30 are being looked at for an order of build as discussed previously.
- At the County Chiefs meeting, the new Chief Building Official Tom Davis, informed them that his office will approach the Supervisors to narrow the agricultural building exemptions. He will be bringing this back to the Chiefs for discussion and their support. President McMullen asked to be involved in these discussions.
- There will be a Memorial Day BBQ, Monday May 29th starting around 5:30pm.

9. ASSISTANT CHIEF REPORT

Assistant Chief Heins was not present but Chief Rita updated the board on two items.

- Weed abatement letters will be sent out by the end of the month.
- Working on an inspection worksheet with the Fire Prevention Liaison.

10. VOLUNTEER ACTIVITIES REPORT

Nothing new to report.

11. COMMITTEE REPORTS

a. Standing Committees

- i. Benefits Committee Report (Hjerpe, Guarino)– No meeting, no report.
- ii. Budget Committee Report (Yeager, Hjerpe) – No meeting, no report.
- iii. Personnel Committee Report (Hjerpe, Guarino)
Chief Rita answered a couple questions from the Board.

Motion by: Commissioner Guarino
2nd: Commissioner Hjerpe

To approve the job descriptions as presented.

Passed: Unanimously

- iv. Extended Coverage/Resident Firefighter Program Committee (Beoshanz, Yeager)
 - Commissioner Yeager stated there were 2 letters send out for funding. The funding is for a full-time staff member and a brush rig. One was sent to Yocha Dehe and the other is being prepared by Assistant Chief Heins for the County in regard to the money from the airport as a service district.
 - Chief Rita also stated that we may be able to use the “unassigned” monies as well.
- b. Ad Hoc Committees
 - i. Policy Review Committee (Beoshanz, Guarino)– No meeting, no report.
 - ii. Animal Rescue Training Committee (McMullen, Hjerpe)
Commissioner Hjerpe informed the Board that the curriculum has been completed and that the training will take place at the McMullen Ranch. Chief Rita stated that there are still a couple more meetings needed to finalize everything in writing. The hands-on training is set for June 2nd.
 - iii. Monument Committee (Beoshanz, Yeager)
Commissioner Beoshanz informed the Board that the electrical issues are still not resolved and an electrician still needs to come out to do the rewiring. Chief Rita stated it will most likely be done after the rain.

12. BUREAU OF INDIAN HEALTH SERVICE (BIHS) LIASION REPORT

Commissioner McMullen stated that there is litigation going on by Yolo County and the Bureau of Indian Health in regards to the violation of the Environmental Impact Report. The Study showed that turn out pockets needed to be put in to avoid traffic collisions. Yolo County states that they have failed to follow this Environmental Impact Report.

13. TRAINING LIASION REPORT

Nothing new to report.

14. FIRE PREVENTION LIASION REPORT

Nothing new to report. Covered under Assistant Chiefs Report.

15. MAJOR EQUIPMENT LIASION REPORT

Nothing new to report.

16. MINUTES

- a. Approval of February 20, 2018 Board Meeting Minutes

Move to approve minutes as corrected.

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

Passed: Unanimously

18. CLERKS' REPORT

Clerk Grafton informed the Board that the US Bank bill is not always available prior to the Board meetings and would like direction on who to get these paid after the meetings. It was agreed that she can have the President sign and if he is not available any other Board member can sign.

- a. Discussion/Action – Personnel Evaluation – Sharon Grafton
The Personnel Committee is meeting Monday, March 26th to discuss.

19. OPEN FORUM

President McMullen informed the Board that he had been appointed as Commissioner for another term. President McMullen also asked that Commissioner Yeager Chair next months meeting as he will not be able to attend.

Commissioner Beoshanz stated that he had been contacted by a landowner that had a cabin on the corner of County Road 27 and 96 who stated he had talked to someone at the station 3 months or so ago about burning a cabin on the property and never heard back. Chief Rita stated that she would look into it.

All felt if would be good training.

20. CALENDAR

The next regularly scheduled meeting of the Board of Fire Commissioners will be Tuesday April 17, 2018.

Motion by: Commissioner Guarino
2nd: Commissioner Hjerpe


To adjourn,

Passed: Unanimously

Meeting adjourned 8:45pm



President



Clerk