



**South Lake County Fire Protection District**  
— in cooperation with —  
**California Department of Forestry and Fire Protection**

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P.O. Box 1360 Middletown, CA 95461 - (707) 987-3089

**BOARD OF DIRECTORS REGULAR MEETING MINUTES**

**Tuesday, July 19, 2022, at 7:00 p.m.**  
**Located at the Middletown Fire Station Board Room,**  
**21095 Highway 175, Middletown, CA 95461**

**This regular meeting is for the purpose of discussing and consider the following items:**

1. *President Hoberg called meeting to order at 7:05 p.m.*
2. *Battalion Wink led pledge of allegiance.*
3. *Present: Directors Stephanie Cline, Jim Comisky (via Zoom), and Madelyn Martinelli, Vice President Rob Bostock, President Devin Hoberg. Also present: Unit Chief Mike Marcuccci, Battalion Chief Mike Wink, Office Clerk Karin Collett, and Board Clerk Gloria Fong.*
4. **BOSTOCK/CLINE MOTION** to approve agenda. *AYES: Comisky, Martinelli, Bostock, Cline, Hoberg. NOES: None. MOTION CARRIED.*
5. Consideration of approval of videoconference option under AB 361. Board will consider approval of findings that there remains a State proclaimed COVID 19 health emergency and local officials continue to impose or recommend measures to promote social distancing.

**COMISJY/CLINE MOTION** to approve item A5. *AYES: Cline, Comisky, Martinelli, Bostock, Hoberg. NOES: None. MOTION CARRIED.*

6. Citizens' Input: Any person may speak for three (3) minutes about any subject of concern provided it is within the jurisdiction of the Board of Directors and is not already on the today's agenda. Total period is not to exceed fifteen (15) minutes, unless extended at the discretion of the Board.

*None.*

7. Communications:

7.a. Fire Sirens: none

7.b. Fire Safe Council: *Marty Englander introduced herself as secretary/treasurer of fire safe council since 2008. The reason she came tonight, and she apologized for not attending in past, as she attends the Hidden Valley Lake Community Service District meetings held the same night, is to inform the Board that the council is struggling to grow their chipping program. There is no charge for the service of up to 4 hours and for a membership fee of \$30. The program is funded by Cal Fire grant administered by Clearlake Environment Research Center through 2023. She is asking for suggestions and support in talking to neighbors.*

*Director Comisky suggested looking into social media to get the word out, because it's a great program and the generations are changing. Chief Wink suggested including chipping program information on next mailer we send out.*

7.c. Volunteer Association: *President Todd Fenk spoke about the annual fundraiser that has been postponed the last couple of years because of covid. He has reached out a year in advance to the casino in hope of having the dinner back in 2023, to bring back the connection with the community. He also spoke about how hard it is to get Firefighters right now. The association is talking about ways to expand the recruiting program, for example making a recruiting video. He would also like to go down to the high school to speak to the kids. The minimum age required is 18 years old. Todd also brought up the task of the photographs that are going to be on the wall in the board room of all staff. They were able to get some photographs at the open house of the staff that was on duty that day. He will continue to set up times for the rest to get their pictures taken so that they all match.*

7.d. Chief's Report:

*Chief Wink has nothing to add to report.*

*Unit Chief Marcucci added that camp operations now have enough inmates to staff a second crew and thanked the Board for the warm welcome before the meeting and looks to serve District as we move forward.*

*Director Martinelli gave direction to staff to look into clearing pine needles around the Loch Lomond station.*

7.e. Finance Report: *Staff Services Analyst (SSA) Fong has nothing to add.*

7.f. Directors' activities report

*Director Bostock has no activity to report.*

*Director Martinelli has no activity to report other than she and Director Bostock are trying to schedule a policy committee meeting.*

*Director Cline has no activity report other than touring properties in south county, of friends that own acreage and have dead and dying pines, where she's been asked questions about them.*

*Director Comisky reports he continues to clarify our ability for fire agencies to deliver ALS services, communicating it through the State that this is a direct threat to the Fire service, and working on getting it in the next legislative session. Director Cline read the senate bill was booted back out, that she has a relationship with Jim Woods, whose name was all over the bill and would like to more involved with the process. Director Comisky and she will talk but clarified that the bill wasn't booted out and instead it was pulled out to not have it fail in committee.*

*Director Hoberg has no activity to report.*

8. Regular Items:

8.a. Consideration for approval for Resolution No. 2022-23-01, A Resolution Requesting Consolidation of Election for Two Offices of Director Expiring December 2022. Placed on the agenda at the request of Staff Services Analyst Gloria Fong.

*SSA Fong states it's a typical item to have the county consolidate our election for the two offices with theirs.*

*The two offices expiring are Directors Cline's and Hoberg's. Incumbents and interested candidates have until August 12<sup>th</sup> to file. If three or more incumbents and candidates file, it is placed on the ballot, but if there are two or less, the directors are appointed.*

**CLINE/BOSTOCK MOTION** to accept 8a. **AYES:** Cline, Comisky, Martinelli, Bostock, Hoberg. **NOES:** None. **MOTION CARRIED.**

- 8.b. Consideration for approval of Fire Agencies Self Insurance System (FASIS) Board of Directors Election Ballot for two Board of Director positions vacated July 1, 2022. Placed on the agenda at the request of Staff Services Analyst Gloria Fong.

*SSA Fong states the Board has three choices, pick the candidates on the ballot, don't pick the candidates or take no action. There are two candidates on the ballot and there are two spots available.*

**CLINE/MARTINELLI MOTION** accept 8b for ones named on ballot. **AYES:** Cline, Bostock, Martinelli, Hoberg. **Abstain:** Comisky. **NOES:** None. **MOTION CARRIED.**

- 8.c. Consideration for approval of Surplus Engine E6011 (1998 Ottawa, Lic #E209371) and Resolution No. 2022-23-02, A Resolution Accepting Memo of Understanding with Liquidity Services Operations LLC dba GovDeals for Online Auction Services. Placed on the agenda at the request of Chief Paul Duncan and Staff Services Analyst Gloria Fong.

*Purchased used replacement has one cylinder that's an issue, it runs, and it needs to be repaired.*

*Director Martinelli thought it stated somewhere that the seller will pay a fee. Director Comisky confirmed that there is no fee, everything is paid by the buyer, and that is how we should auction off the equipment.*

*The process for the online auction services, for which a minimum bid can be set. The equipment doesn't leave our grounds. Once the item is auctioned off the site will ask the client to make payment within 5 days of close of auction. Once that is verified, we will set an appointment to come up the item at their cost. The term of the agreement is 12 months and automatically renews until either party cancels.*

**CLINE/BOSTOCK MOTION** to accept 8c as written. **AYES:** Martinelli, Cline, Bostock, Comisky, Hoberg. **NOES:** None. **MOTION CARRIED.**

- 8.d. Consideration for approval of Resolution No. 2022-23-03, A Resolution Accepting Consulting Agreement with NBS Government Finance Group for Parcel Tax One-Time Audit. Placed on the agenda at the request of Chief Paul Duncan and Staff Services Analyst Gloria Fong.

*The audit price is \$30,000 and has not been done before. It is suggested an audit be performed because it's likely they will find enough to make it work paying the price.*

*An example is the Hidden Valley Lake Association's new golf course/pro shop and restaurant is considered a common area and doesn't receive a property tax bill. This audit could discover those and be worth it to have NBS send bill on our behalf.*

*NBS recently performed audit for Lake County Fire in Clearlake.*

**COMISKY/CLINE MOTION** to accept 8d as submitted. **AYES:** Cline, Martinelli, Bostock, Comisky, Hoberg. **NOES:** None. **MOTION CARRIED.**

8.e. Consideration for Fiscal Year 2022-2023 Adopted Budget. Placed on the agenda by Staff Services Analyst Gloria Fong.

*Item is tabled to August meeting.*

9. Consent Calendar Items: (Approval of consent calendar items are expected to be routine and non-controversial. They will be acted upon by the Board at one time without discussion. Any Board member may request that an item be removed from the consent calendar for discussion later.)

9.a. June 21, 2022, Regular Meeting Minutes

9.b. Warrants

9.b.1. July

9.b.2. June – corrected

9.c. Budget Transfer

**CLINE/MARTINELLI MOTION** to approve consent calendar. **AYES:** Bostock, Cline, Martinelli, Comisky, Hoberg. **NOES:** None. **MOTION CARRIED.**

**Comisky thanks Chief Marcucci and welcomes him for coming out and welcomes him to the district.**

10. **CLINE/COMISKY MOTION** to adjourn meeting at 8:00 p.m. All in attendance are in favor of motion.

Respectfully submitted by  
Karin Collett, Office Technician:

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*Karin Collett*  
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READ AND APPROVED BY  
DEVIN HOBERG, President – Board of Directors:

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