



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

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

BOARD OF DIRECTORS REGULAR MEETING MINUTES
Tuesday, May 21, 2024, 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 the following items:

1. *Vice President Stephenson called meeting to order at 7:01 p.m.*
2. *Chief Duncan led pledge of allegiance.*
3. *Present: Directors Rob Bostock, Stephanie Cline and Madelyn Martinelli, Vice President Matthew Stephenson. Absent: President Jim Comisky. Also present: Chief Paul Duncan and Battalion Chief Pete Avansino (via zoom), Office Technician Karin Collett, and Board Clerk Gloria Fong.*
4. **BOBSTOCK/MARTINELLI MOTION** to approve agenda. **AYES:** Bostock, Cline, Stephenson, Martinelli. **ABSENT:** Comisky. **NOES:** None. **MOTION CARRIED.**
5. 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

6. Communications:
 - 6.a. Fire Sirens – *None*
 - 6.b. Fire Safe Council – *agenda / minutes attached to agenda packet*
 - 6.c. Volunteer Association – *Chief Duncan gave a speech about being a firefighter in regards to the new firefighters.*
 - 6.c.1. Swearing in and Pinning Badge for Fritz Pelobello, Justus Simon, Trever Smith, Dylan Taylor
 - 6.d. Chief's Report – *We have the fire Cpt list done and should be filling that soon. Air curtain burner work starting. Carbonizer will also be being used. Local resident will be able to bring debris down the hill.*
 - 6.e. Finance Report – *nothing to add.*
 - 6.f. Directors' activities report
 - Bostock - *nothing to report.*
 - Cline- *more of an observation, speak about covid. Wants to make sure people are masking and being safe and protect yourself.*
 - Martinelli- *nothing to report.*
 - Stephenson- *Most likely will not be making next month meeting.*

7. Regular Items:

- 7.a. Consideration for Standard Form of Agreement Between Owner, SLCFPD and Architect, Archilogix, for the Hidden Valley Lake Fire Station Expansion Project and authorization for Chief to execute agreement. Placed on the agenda by Chief Paul Duncan.

This is the agreement for the architect to start work. Develop a full set of plans will be the next step and then to the county planning department.

CLINE/BOSTOCK MOTION to approve 7a as written.

AYES: Bostock, Cline, Stephenson, Martinelli. ABSENT: Comisky. NOES: None.
MOTION CARRIED.

- 7.b. Consideration for Recommended Budget for Fiscal Year 2024-2025. Placed on the agenda by Staff Services Analyst (SSA) Gloria Fong.

There will be more to follow come August. This is an estimate. The carry over from this year is off setting shortfall.

CLINE/MARTINELLI MOTION to approve 7b as written.

AYES: Bostock, Cline, Stephenson, Martinelli. ABSENT: Comisky. NOES: None.
MOTION CARRIED.

- 7.c. Consideration for Resolution No. 2023-24-16, A Resolution Establishing the 2024-2025 Appropriations Limit. Placed on the agenda by SSA Gloria Fong.

BOSTOCK/CLINE MOTION to approve 7c as written.

AYES: Bostock, Cline, Stephenson, Martinell. ABSENT: Comisky. NOES: None.
MOTION CARRIED.

- 7.d. Consideration for Resolution No. 2023-24-17, A Resolution Increasing Reserves as a Result of Participation in the State Intergovernmental Transfer Program. Placed on the agenda by SSA Gloria Fong

Resolution returns funds that were pulled out along with 100% return from Voluntary Rate Range Program.

MARTINELLI/BOSTOCK MOTION to approve 7d as written.

AYES: Bostock, Cline, Stephenson, Martinelli. ABSENT: Comisky. NOES: None.
MOTION CARRIED.

- 7.e. Consideration for Piggyback Agreement Between SLCFPD and ImageTrend LLC, a Minnesota corporation to procure CAD Distribution and authorization for Chief to execute agreement. Placed on the agenda by Chief Paul Duncan.

This is for program that takes live data and pushes it in the patient care reporting (PCR) program, and will help make PCRs more accurate.

CLINE/MARTINELLI MOTION approve 7e as written.

AYES: Bostock, Cline, Stephenson, Martinelli. ABSENT: Comisky. NOES: None.
MOTION CARRIED.

- 7.f. Consideration for Paramedic Affiliation Agreement between SLCFPD and California State University, Sacramento Paramedic Program and authorization for Chief to execute agreement. Placed on agenda by Chief Paul Duncan.

This allows us to take on an intern, who is a firefighter at Kelsey/Cobb CalFire station.

CLINE/STEPHENSON MOTION to approve 7f.

AYES: Bostock, Cline, Stephenson, Martinelli. **ABSENT:** Comisky. **NOES:** None. **MOTION CARRIED.**

- 7.g. Consideration for Memorandum of Understanding between SLCFPD and Clear Lake Environmental Research Center (CLERC) specifying terms of Cal Fire Wildfire Prevention Grant 5GA22203 award amount of \$200,000 to SLCFPD for purchase of haul vehicle and equipment trailer. Placed on the agenda Chief Paul Duncan.

This is add on to the excavator purchase. We will need a vehicle to move the excavator. Right now the State moves it and they aren't available as much as we would like.

CLINE/BOSTOCK MOTION to approve 7G as written.

AYES: Bostock, Cline, Stephenson, Martinelli. **ABSENT:** Comisky. **NOES:** None. **MOTION CARRIED.**

8. 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.)

8.b. April 18, 2023 Regular Meeting Minutes

8.c. Warrants – May

8.d. Budget Transfers from professional specialized services account 357-9557-795.23-80 to cover unanticipated expenditure of 1) \$1000 in office supplies account 357-9557-795.22-70; and 2) \$1500 in capital fixed asset-eqt other account 357-9557-795.62-74.

CLINE/MARTINELLI MOTION to approve with the voids and corrected check numbers.

AYES: Bostock, Cline, Stephenson, Martinelli. **ABSENT:** Comisky. **NOES:** None. **MOTION CARRIED.**

9. **MARTINELLI/CLINE MOTION** to adjourn meeting at 7:51 p.m. All members in attendance are in favor of adjournment.

Respectfully submitted by
Karin Collett, Office Technician:

DocuSigned by:
Karin Collett
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READ AND APPROVED BY
JIM COMISKY, President – Board of Directors

DocuSigned by:
Jim Comisky
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