



**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, November 15, 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 7:07 p.m.*
2. *Chief Duncan led pledge of allegiance.*
3. *Present: Directors Madelyn Martinelli, Jim Comisky and Stephanie Cline, Vice President Rob Bostock and Devin Hoberg. Also present: Fire Chief Mike Marcucci, Assistant Fire Chief Paul Duncan, Battalion Chiefs Mike Wink and Brian York, and Board Clerk Gloria Fong.*

4. **CLINE/COMISKY MOTION** to approve agenda. *AYES: Martinelli, Cline, Comisky, Bostock, 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.

**CLINE/BOSTOCK MOTION** to approve video conference option. *AYES: Comisky, Cline, Bostock, Martinelli, 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: *Battalion Chief Wink reports they recently had lighting installed over cash register to help that area in winter months. The breezeway enclosure to protect their goods from folks coming in after hours and the weather is about halfway done. They are planning December meeting, one of the first times they've gotten together for quite some time here at the fire station. They continue to support us with ongoing purchases of equipment and small items. Like all other groups, they continue to look for new members to support thrift shop.*

7.b. Fire Safe Council: *The format of the minutes sent could not be loaded and only have their agenda.*

7.c. Volunteer Association: *Staff Services Analyst Fong received email last minute from Association President Todd Fenk, who apologizes for not being able to attend. His notes are short. One of our new recruits dropped out after clearing Occu-Med and was quickly replaced with one of the alternates we had in the wings. However, with only two alternates accepting the chance to maintain as alternates, one has been moved up to active recruit status. Sadly, the second has recently withdrawn from alternate status. The 2023 dinner fundraiser update is they have secured the casino and the auctioneer for the date of June 26, 2023.*

7.d. Chief's Report

*Chief Duncan adds that attention getting is the burn ban lift. Air Quality is stuck on not releasing residential burning until the Cal Fire declaration happens. The declaration is no longer tied to activity but to funding, that right now looks into middle of December. Right now, they've had discussions with couple of the Board of Supervisors and to get them to follow rules they already have and that is Board of Supervisors can declare it.*

*Discussions with Cal Trans held today about construction work on Highway 175 is going back to light instead of having flaggers. We pushed hard to have flaggers during fire season because lights are operated remotely and didn't want malfunctions happening during evacuations.*

*Chief Marcucci told the Board the labor group approved and ratified new contract. New #s will be coming out. At meeting before last, talked about having presentation and will have 1<sup>st</sup> of year to hopefully start talking about the contract.*

7.e. Finance Report

*Staff Services Analyst Fong reports she was unable to prepare budget summary for the packet due to her time spent in training all day Thursday and holiday Friday. She finished printing checks 30 minutes ago.*

*The certified ambulance documentation specialist training was good. She learned some new information, refresher for other information.*

*Karin Collett is on maternity leave start later this week. Paid call firefighter who helped before will be in one day a week to assist with entries.*

*New check stock will be ordered shortly because Auditor-Controller will be changing to Jeanavive Herrington the 1<sup>st</sup> of the year.*

7.f. Directors' activities report

*Director Bostock's activity was signing one check.*

*Director Martinelli has no activity to report.*

*Director Cline reports she attended FDAC conference, that is a lot of leadership to be valuable, something she needed on presentation, and is amazing there are certain ways to be better leader. She really liked two of the guest speakers the most. The first responder resiliency speaker talked about post-traumatic stress disorder and how it coincides with high rates of chemical exposure, wildfire and effects of being a first responder. Talked some legislation but mostly leadership, which she can definitely apply to day-to-day life.*

*Director Comisky reports he also attended leadership symposium where he instructed. He attended his first meeting as director the Board of FASIS, our self-insurers for workers compensation. With FDAC they're working at getting back from State ERAF funds that 20 years ago took property tax and shifted to schools, not to ask for more but to get back 100's of millions of dollars. He met with OES Director Ghilarducci, who is retiring in four weeks, and whom with and Director Pimlott after Valley fire, got our contract forgiven for two to three years, and on behalf of district and FDAC wish him well, and all are wondering who will fill the position. Other than that, he re-retires this Friday.*

*Director Hoberg has no activity to report.*

8. Regular Items:

- 8.a. Consideration for Fire Impact Fee Nexus Study in an amount not to exceed \$20,000 and authorize Chief to enter and execute a contract with either NBS or SCI Consulting. Placed on the agenda by Staff Services Analyst Gloria Fong.

*Staff Services Analyst Fong told the Board that this has to do with the fire mitigation fees and with all fire districts going in with it may be more of an impact with the Board of Supervisors. One will be chosen and reason for maybe choosing SCI is timeline of three months versus eight months. Costs are relatively similar.*

*She was in attendance at one Chiefs' meeting when Chief from Mendocino reported collecting \$4 a square foot and Sonoma was reportedly similar. Her recollection with the fee is it had been .49¢, then raised to .69¢ and is now \$1 per square foot.*

*The ordinance requires impact study by March. If SCI gets this done and submitted to Board of Supervisors, new rate goes into effect July 1<sup>st</sup>. We have history with SCI, who helped with CFD when we thought we'd needed it. Director Comisky's dealings at state level is that SCI has great rap and actions around the State. Director Bostock says that SCI has worked fine for Vector Control county wide.*

*It is our Board and another fire districts that is waiting on Board approval. Then Chiefs will make decision on the consulting agency.*

*Chief Marcucci told the Board he was in attendance where everyone is on same page and timeframe is right.*

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

- 8.b. Consideration for Memorandum of Understanding for Helicopter Dip Tank. Placed on the agenda by Chief Paul Duncan.

*Chief Duncan says for these locations given this is to protect those where we put the tanks. If something happens, it protects them and determines who does the maintenance. The liability on the tanks is borne by the fire district.*

*Director Comisky notes correction to hold harmless line with name that reads air curtain burner.*

*The tanks are drained when not in use. Their liability is borne by the fire district. One is near a pool 800 feet away and the other with security fencing around it.*

*They are working on signs.*

**COMISKY/BOSTOCK MOTION** to approve 8b as submitted with correction as noted to signature line. AYES: Martinelli, Cline, Comisky, Bostock, Hoberg. NOES: None. **MOTION CARRIED.**

- 8.c. Consideration for Resolution 2022-23-16, A Resolution to Accept and Enter Into Agreement with Sacramento Metropolitan Fire District for Recovery of Administrative Costs for Implementation and Recover of Ground Emergency Medical Transportation Payments for Term commencing July 1, 2022 to June 30, 2023. Placed on the agenda by Staff Services Analyst Gloria Fong.

*Staff Services Analyst Fong told the Board that this is update to previous approved resolution. With cost reports now being submitted, this brings it up to speed.*

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

- 8.d. Board President tasked the Equipment and Facilities Committee with review of new engine(s) purchase, along with deciding on a vendor, working on specs while the chassis is awaiting delivery. The idea is to get placeholder in. Normal deliver is 2½ years. Members on committee right now are Comisky and Hoberg.

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. September 20, 2022, Regular Meeting Minutes

9.b. Warrants

9.b.1. November

9.b.2. October – corrected

9.c. Resolutions

9.c.1. Amendment to Agreement with Citibank, National Association (NA) for Travel Payment System of the Statewide Travel Program (Resolution No. 2021-22-15)

9.c.2. Amendment to First Amendment to Agreement with Wittman LLC for Ambulance Billing and Collection Services (Resolution 2022-23-15)


*Director Martinelli finds it difficult to see what is being spent each month because warrants duplication between October and November and it is confusing to see how much spending every month when all figures are carried over. She asked if there is any way to take them off because we've already seen them.*

*Staff Services Analyst Fong explained the list was provided as 'corrected' because from the time the warrant list is printed to time checks are printed may be different. For example, November doesn't have the voucher numbers because they had not been printed yet. Discussion followed on some things that can be done on the list such as highlighting changes and going over it with Director Martinelli.*

**COMISKYCLINE MOTION** to approve as submitted. AYES: Bostock, Martinelli, Cline, Comisky, Hoberg. NOES: None. **MOTION CARRIED.**

10. **MARTINELLI/COMISKY MOTION** to adjourn meeting at 8:21 p.m. All in attendance are in favor of motion.

Respectfully submitted by  
Gloria Fong, Clerk to Board of Directors:

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READ AND APPROVED BY  
ROB BOSTOCK, Vice President – Board of Directors:

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