



Pliocene Ridge Community Services District

100 Pike City Road
Pike City, CA 95960

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NOTICE OF REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday November 17, 2022 6:30 pm

Location: Pike City Firehouse 100 Pike City Road

ALL MEETING DOCUMENTS ARE POSTED ONLINE plioceneridge.org

1. ESTABLISH QUORUM, CALL TO ORDER, FLAG SALUTE

2. CONSENT CALENDAR

a) Approval of Agenda, b) Approve Minutes for regular meeting held October 20, 2022 c) Ratify Treasurer's report & bill payments for October 2022

3. PUBLIC COMMENT: Complaints about individuals are to be submitted in writing per Article II section 15 of the bylaws. The public may be heard before or during the consideration of any agenda item to be considered by the board, subject to reasonable time limitations for each speaker. Members of the public may address matters under the jurisdiction of the Board of Directors, and not on the posted agenda, provided that no action shall be taken by the board unless the matter is deemed urgent by a 2/3 vote.

4. INFORMATION/DISCUSSION ITEMS, STAFF &/OR COMMITTEE REPORTS

a) Correspondence since last meeting – included on written staff report

b) Committee/Member/Business Reports:

1. District Chief's report
2. Assistant Chiefs' report
3. Alleghany Volunteer Fundraising District
4. Pike Community Support Foundation
5. Board Member/Staff Reports
6. Firewise Communities
7. Firehouse Projects & ADA Compliance ~
8. Pending Grants –

5. DISCUSSION and POSSIBLE ACTION ITEMS:

a) Unfinished business:

1. Ongoing Bylaws & Policy review and/or update: Proposed amendment to Policy # 2010 Reserve Funds (see written staff report for more info.).
2. MOU with non-profits still needs addendum with new names.
3. Pike City Firehouse ADA compliance: Review cost estimate when ready & consider a motion to apply for a building permit.

b) New business

1. Adopt Meeting Calendar for 2023

6. ANNOUNCEMENTS, NEXT MEETING DATE & AGENDA ITEMS ~ Next meeting date January 19, 2023 in Alleghany. Agenda Items:

7. ADJOURNMENT

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MINUTES of the Regular Meeting of the Pliocene Ridge CSD Board of Directors

Date: Thursday October 20, 2022 Time: 6:30 pm

Location: Alleghany Firehouse station 2 and by conference call.

1. ESTABLISH QUORUM, CALL TO ORDER, FLAG SALUTE: The meeting was called to order at 6:45 pm by President Larry Allen. **Flag Salute.** Present:

Board members, Larry Allen, Bruce Coons, and Chris Mills. Directors Pam Davis and Grace Lundeen were absent. Also in attendance: Pliocene Ridge Fire Chief Chris Dorn, Alleghany Assistant Chief Ned Cusato. Alleghany Volunteer Fundraising District Treasurer Coral Spencer, Pike Community Support Foundation Treasurer Denise Ruane and Secretary Hillary Alexander. Public present: Vicky Tenney. PRCSD Secretary Rae Bell Arbogast was on the conference call and took the minutes. (Other person on the conference call was Bruce Coons)

2. CONSENT CALENDAR:

Approval of current Agenda, Minutes for regular meeting held September 15, 2022 and Treasurer's report for September 2022. **A motion was made to approve the consent calendar by Chris Mills, seconded by Bruce Coons Ayes: Allen, Coons, Mills Noes: none Absent: Davis, Lundeen Abstain: none ~ Motion carried.**

3. PUBLIC COMMENT: none

4. INFORMATION/DISCUSSION ITEMS

a) Correspondence:

Incoming: none

Outgoing: Letter to USDA rural development regarding Alleghany Firehouse Improvement Project, signed audit engagement letter sent to Boden, Klein and Sneesby

b) Committee/Member/Business Reports:

1. Chief's Report ~ Chief Dorn reported that activity had been light, not a lot going on. Graniteville Volunteer Fire Dept. folded due to insurance cost increase. Peardale FPD's insurance cost tripled recently and N. San Juan FPD's insurance went up 100%, so we should be expecting Pliocene Ridge CSD's to go up too.

2. Assistant Chief's Report: Alleghany Fire Assistant Chief Ned Cusato reported that there was one medical call for a motorcycle accident in Pike transported by Sierra Nevada Memorial Ambulance and a call for a car off the road at wet ravine that was unoccupied.

3. AVFD Inc. Non-Profit Corp: ~ Treasurer Coral Spencer explained that all officers had resigned at the beginning of December and they have been in rocky territory. She is the treasurer now. Evidently the taxes were not filed for 2020 and she has been working on getting everything sent in. They got a letter at the beginning of the year saying that their non-profit status has been suspended until they get the tax situation sorted out. They can still hold meetings but can't do any fundraising until their non-profit status is reinstated. Amber Mehrmann joined the board in August. Board members besides Coral and Amber are Robbin DeWeese who has been on the board the longest. They are working on replacing the officer positions. There was some confusion about the status of the MOU between the non-profits and PRCSD. Rae Bell explained that AVFD did sign it, but after the name change was complete an addendum was supposed to be added with the new names of both non-profits. Coral stated

that the new name had been adopted and she thought that she had a document from the Board of Equalization showing that. She will send a copy to Rae Bell.

4. *Pike Community Support Foundation* ~ Treasurer Denise Ruane reported that they sent out some letters of appreciation. They are working on the December community dinner.

5. *Board Member/Staff Reports* ~ Bruce Coons reported that he went to the bank that day and got some counter checks for the new checking account number. He will give them to Larry Allen to pay the roofer on Saturday (see action items),

6. *Firewise Community Projects* ~ Rae Bell reported that the Firewise annual submittals are due by November 18th to maintain firewise status for each community. Each community has met the minimum requirements, she just needs to log in and enter a few more things before final submittal.

7. *Firehouse Projects & ADA Compliance:*

Alleghany Station 1: One item under action items.

Pike City Firehouse: A report was provided in writing about the activities of the Planning Committee. Rae Bell stated that she had one correction to the addendum at the end: It was April 15, 2021 not 2022 when the project was discussed at a board meeting.

7. *Pending Grants:* One item under action items.

5. ACTION ITEMS

a) Unfinished Business

1. *Bylaws-Policies* – A proposed amendment to the Streetlight Portion of the policy #2010 Reserve Funds was presented in September and included in the October meeting packets as well. **A motion was made to adopt the changes as presented by Chris Mills, seconded by Bruce Coons Ayes: Allen, Coons, Mills Noes: none Absent: Davis, Lundeen Abstain: none ~ Motion carried.**

2. *MOU between the District and the non-profit corporations:* See AVFD report.

3. *Use of funds to pay for new firetruck for Alleghany:* A report was provided in writing explaining the breakdown as follows: Total truck price of \$18,821.72 was paid for as follows: \$16,201.07 paid for from Alleghany Vehicle Reserve Fund and \$2,620.65 paid from savings (general fund). There was a question about why the entire amount was not taken from reserve funds. Rae Bell explained that at the time of the purchase in April there was not enough money in the Alleghany vehicle fund to cover the total cost and she thought that the board had already approved taking the remainder out of the General Fund in February, but a look back at the minutes found that it was not specified where the balance would come from. There was another question about how it is decided when to use the reserve funds. Larry Allen explained that it is done by board action and Rae Bell pointed out that it also is often incorporated into the budget. The Policy states that reserve funds will be prioritized for capital expenditures but intentionally does not state that all capital expenditures will come from the Funds. There was another question about the tax revenue being split between the departments. It was explained that it is not split. It all goes into either the General Fund or the Streetlight Fund. **A motion was made to ratify the payment of the new firetruck for Alleghany as booked: Total truck price of \$18,821.72 with \$16,201.07 paid for from the Alleghany Vehicle Reserve Fund and \$2,620.65 paid from the general fund by Chris Mills, seconded by Bruce Coons Ayes: Allen, Coons, Mills Noes: none Absent: Davis, Lundeen Abstain: none ~ Motion carried.**

b) New Business

1. Resolution #22-091 to approve Rural Capacity Grand Agreement: A motion was made to adopt Resolution #22-091 as presented by Chris Mills, seconded by Bruce Coons Ayes: Allen, Coons, Mills Noes: none Absent: Davis, Lundeen Abstain: none ~ Motion carried.

2. Accept donation of electronic sign from the Pike Community Support Foundation, cost \$3,049.58. A motion was made to accept the donation of the electronic sign by Chris Mills, seconded by Bruce Coons Ayes: Allen, Coons, Mills Noes: none Absent: Davis, Lundeen Abstain: none ~ Motion carried.

3. Confirm withdrawal from the Alleghany Firehouse reserve fund for the pending roof repair. This expenditure was approved by the board in April, but the minutes did not specify which funds would be used to pay for it. It was explained that the roofer was scheduled for the next two days, Oct. 21st and 22nd. A motion to authorize the payment of the roof repair for up to \$3,030 to be withdrawn from the Alleghany Firehouse Reserve fund was made by Bruce Coons, then amended to say up to \$3,500 in case it cost more, seconded by Chris Mills Ayes: Allen, Coons, Mills Noes: none Absent: Davis, Lundeen Abstain: none ~ Motion carried.

6. ANNOUNCEMENTS, NEXT MEETING DATE & AGENDA ITEMS

The next regular meeting is scheduled for November 17, 2022.

7. ADJOURNMENT:

There being no further business before the board, the meeting was adjourned at 7:12 PM.

Respectfully submitted,

Rae Bell Arbogast
Secretary



Pliocene Ridge Community Services District

Serving the Communities of Alleghany, Forest City and Pike City
 100 Pike City Road
 Pike City, CA 95960
 plioceneridge.org

Treasurer's Report for October 2022

Beginning Checking Account Balance \$ 6,315.48

DEPOSITS

Date	From:	For:	Amount
10/24	FUNDS account	Alleghany Station 1 roof repair	\$ 3,000.00

Deposits Total \$ 3,000.00

EXPENDITURES

Ck #	Date	To:	For:	Amount
EFT	10/4	WA credit card	Fuel Pike City FD \$238.88 less \$198.38 in points applied to bill.	\$ 40.50
Counter check	10/22	Awesome Handy Man	Alleghany Station 1 roof repair	\$ 3,000.00

Expenditures/transfers Total \$ 3,040.50

Reserve Account Detail	
Contingency	\$ 24,500.00
Alleghany Fire Unallocated	\$ 3,000.00
Alleghany Dispatch Office	\$ 700.00
Pike City Fire Unallocated	\$ 13,000.00
Streetlights	\$ 7,126.30
Pike City Firehouse	\$ 3,064.76
Pike City Engines	\$ 11,202.95
Alleghany Firehouses	\$ 11,409.37
Alleghany Engines	\$ 4,588.78
Interest Earned	\$ 5.75
Reserve Account Total	\$ 78,597.91

Ending Checking Account Balance \$ 6,274.98

Starting Savings account balance \$ 11,990.61

Ending Savings Account Balance \$ 11,990.61
 interest earned

General Fund (accounts listed above) Total \$ 18,265.59

Reserve account Starting Balance \$ 81,597.91

transfer to checking for roof repair from Alleghany firehosue fund \$ (3,000.00)

Reserve account Ending Balance \$ 78,597.91
 interest earned

Report prepared by Rae Bell, Treasurer

Total ALL FUNDS \$ 96,863.50

Verified against bank statement and QB balances by: X

Name Printed

Note: Savings and Reserve account reconciled quarterly.

title



Staff report for meeting date 11/17/2022

Prepared by Secretary/Treasurer Rae Bell Arbogast– *disclaimer: any opinions expressed in this document belong to the author and do not represent the official stance of the district.*

Agenda item 4. a) Correspondence

Incoming: Donation of \$3,000 from the AK & CM Jennings Foundation for the Pike City Fire Department,

Outgoing: Fiscal Year 22-23 Budget sent to Sierra County Auditor Van Maddox and posted on website, Thank you letter and receipt to AK & CM Jennings Foundation for a as listed above, Thank you letter to the Pike Community Support Foundation for the donation of the electronic sign for the Pike City Firehouse.

Agenda item 4. b) 5 Board member/Staff reports

- In early November we discovered that the propane heater in the engine bay at station 1 in Alleghany wasn't working properly (it is approximately 20 years old). A new heater was ordered on November 7th. The new one features oxygen and carbon monoxide sensors, so is legal for indoor use in California even though it is not vented. It is 10,000 BTU and the price was only \$160 with shipping. I was not able to find one with higher BTU's that includes the carbon monoxide sensor (can ship to California).
- I contacted AT&T earlier this month and added long distance calling to the phone line at the Pike Firehouse. This could be important in the event of cell service going down for any reason.
- California Office of Emergency Services (CAL OES) has rolled out a new online platform for entering Mutual Aid Reimbursement Requests (MARS). The new system is still being updated, but they are requiring all pre-position assignments to be entered this way. As of this writing, the first pre-position assignment from August has been submitted. The September assignment isn't quite finished because I need help on a couple of items. Cal OES staff have been very responsive to my requests for help. I don't have the dollar figures yet. Once everything is submitted online, Cal OES staff generates a draft invoice for review, then after we approve it, it gets submitted for payment.

Agenda item 4. b) 6 Firewise Communities – An update was provided for the Pike Community Support Foundation's newsletter on November 1st. An edited version was also sent to the Mountain Messenger for publication (attached).

Additionally, we got the following email in October. I did add their link to the website. It can be found here: <https://www.plioceneridge.org/wildfire-preparedness-resources> scroll to the bottom of the page.

Rae Bell,

Good morning! I wanted to send Pliocene Ridge CSD some positive feedback... a group of students I tutor were working on an emergency preparedness project for National Fire Prevention Month. They do research and make checklists, plans, and kits to take home to their families. They were doing research on fire safety and ended up on your Wildfire preparedness resources page (www.plioceneridge.org/wildfire-preparedness-resources). The kids thought we should let you know it was a big help :)

We found lots of useful information so thank you!! And we wanted to pay you back for the help, so together we all did some research to find you another educational fire safety-related resource to share with you...I'll put their suggestion below:

"The Science Behind Firefighting" - <https://personalinjurylawcal.com/blog/california-wildfires-the-science-behind-firefighting/>

This article has some really interesting information on the science behind wildfires and fighting fires, so they thought it'd be a helpful link for your Wildfire preparedness resources page... I was wondering if it's not too much of a hassle for you, would you be able to add it there? the kids would be so proud to see :) Thanks again Rae Bell!

Stay safe and happy Halloween! Hope to hear from you soon .

Sincerely, Ms. Lyons and Angel, Makayla, and Jordan

Agenda item 4. b) 7 Firehouse Projects and ADA compliance

Pike City Firehouse and Alleghany Station 1

Status of PG&E energy audit (Retrofit program available to public agencies): I attended a remote meeting with our new Sierra Business Council Rep and CH Services the new contractor on October 31st. I provided them with all of the requested information. We are scheduled to have an “on the ground” meeting to look at both the Pike Firehouse and Alleghany Station 1 on November 16th. Dan Guyer is going to meet with us at the Pike Firehouse since he is more familiar with it.

Alleghany Firehouse Station 1 Repairs

The roof repair was completed on 10/22/22; total cost \$3,000. Thanks to Ned Cusato, Bob Hale, Bruce Coons and Larry Allen for helping with this since I was still away. Money was transferred out of the Alleghany Firehouse reserve fund to cover the expense in October.

The wall repair has not been started yet, but most of the materials were purchased from ABC supply last April. They required pre-payment, then the order took forever to arrive, with a lot of frustration in between. We will not do business with them again. The materials are being stored at the County Yard for now. Completing this project will require several days of good weather.

Pike City Firehouse Rescue Bay conversion to ADA friendly meeting space

As noted last month, we were hoping to have a cost estimate for the rescue bay conversion ready by this month’s meeting for further board discussion and possible action. I doubt if it will be ready in time for the meeting, but I put an item on the agenda just in case.

Agenda item 4. b) 8 Pending Grants

- ❖ CDF 50/50 grant for Fiscal year 21/22 – Followed up on the missing EMS turnouts on 11/2/2022 and was told that they will ship on November 23rd.
- ❖ CDF 50/50 grant for Fiscal year 22/23 – For 10 hose packs to be split between Pike City and Alleghany FDs. The resolution and other required documents were submitted on November 2, 2022 and we got the finalized agreement today! (11/14/2022)

Agenda item 5. a)1 Policies and Procedures: Policy 2040 Capitalization The entire policy can be found online: <https://www.plioceneridge.org/bylaws-policies-procedures>

With the recent repair work going on at Station 1 in Alleghany, I realized that I needed to review the capitalization policy for buildings (text below). We borrowed the original policy from another district. In the past we scrutinized the equipment section of this policy but not the section below.

Suggested additions in ***bold italics at the end***, suggested deletions ~~crossed out~~.

- A. **Buildings, structures and other improvements** include all costs related directly to their acquisition or construction, including materials, labor and overhead costs during construction; attorney and architect's fees and building permits and other related fees. **Building alterations** will be capitalized when they increase the value or life of the building. ~~All other land improvements having a limited life and requiring ultimate replacement shall be capitalized. This includes grading and landscaping, pavement, sidewalks and other related recreational improvements, which add to the value of the property.~~
Building alterations are defined as work that changes either the footprint or the functionality of an existing structure.
Repair and maintenance work done for the purpose of keeping an existing building in good condition is not considered an alteration and shall not be capitalized.

Notes: In my opinion, we don't want to capitalize landscaping or grading or pavement unless it is part of a new construction project, in which case it would be covered by the first sentence. The added text is for clarification. Per the district's auditors, as a non-enterprise public agency Pliocene Ridge CSD is not required to budget for depreciation.

Staff has not had a chance to work on the FUNDS Policy updates as mentioned in September.

Other pending items with nothing new to report this month:

- NFIRS (National FIRE Incident Reporting System)
- Signage for firehouses

Pike and Alleghany Firewise® Community Update

By Rae Bell Arbogast

Pliocene Ridge CSD Secretary/Treasurer

Firewise USA, is a nationwide program that sets the parameters for gaining firewise recognition and maintaining that status. It is up to community members to do the required “boots on the ground” work and to report that work so that it can be applied to maintaining firewise status.

Pliocene Ridge CSD (fire district) is supporting both the Pike and Alleghany firewise communities by handling the administrative tasks associated with maintaining firewise status. These tasks include public education and outreach via a website, facebook pages, direct mailings and events such as the potluck held on April 9th at Plum Valley. The Sierra County Board of supervisors allocated title III funds in the amount of \$2,500 for each community which is being used to reimburse Pliocene Ridge CSD for the firewise administration.

The online application to maintain firewise status was recently completed for 2022. Pike reported an investment of \$264,660 out of the \$3,139.40 required to maintain firewise status and Alleghany reported an investment of \$2,197.58 out of \$1,198.68 required. Investment is money spent for fire prevention work and actual work performed by residents (in-kind counted at \$27 per hour by firewise USA). I know from observation that a much larger investment was actually made in each community, but this is all that was reported. PLEASE REPORT YOUR WORK if you value firewise status for your community. Forms available online at: www.plioceneridge.org/firewise For questions email me at plioceneridge@gmail.com or leave a message at 530-288-0624.

Two other key pieces for maintaining firewise status are the 3-year action plan and the Community Assessment which must be updated every 5 years. For both the Pike and the Alleghany Firewise Communities, the action plans need to be updated in 2024 and the Community Assessments need to be updated in 2026.

The Sierra County Board of Supervisors recently submitted a grant request for \$100,000 to the Wildfire Recovery & Forest Resilience Grant Program for fuels reduction planning around the community of Forest City (within Pliocene Ridge CSD). The total project cost is \$111,500 and this is JUST for the environmental and planning work needed to have a “shovel-ready” project. Another application for funding for the actual fuels reduction work will be needed once the planning phase is complete. My understanding is that Forest City was chosen because previously completed planning work by the Forest Service helped it meet the application requirements.

This provides an idea of the hoops that must be jumped through to get funding for fuels reduction work. In my recent attempts to find funding for fuel reduction projects in Pike and Alleghany, it became apparent that the County’s now expired Hazard Mitigation Plan is a key piece needed to qualify for funding from the big pot of money held by the Calif. Dept. of Forestry. I understand that a technical support grant to update Sierra County’s Hazard Mitigation Plan is also in the works. Both Pliocene Ridge CSD and the Alleghany Water District submitted letters of support for that effort.

As I type this article on November 1, 2022 our first substantial rain is coming down, with snow expected in Alleghany by tonight. It looks like we can put another wildfire season behind us.