



## MINUTES of the Regular Meeting of the Pliocene Ridge CSD

Board of Directors

Date: Thursday January 23, 2020

Location: Pike City Firehouse, 100 Pike City Road

**1. CALL TO ORDER:** The meeting was called to order at 6:35 pm by President Guyer. Board members present: Daniel Guyer, Bruce Coons, Chris Mills and Gracie Knowles.. Also present was District Chief Chris Dorn, Pike City Assistant Chief Jim Buckbee and Alleghany Assistant Chiefs David Arbogast & Ned Cusato; PCVFD non-profit President Roland Robertson and Treasurer Denise Ruane. Public present: Vicky Tenney and Dane Wadle of the California Special District Association. Pliocene Ridge CSD Secretary Rae Bell Arbogast was present and took the minutes. Flag Salute.

**2. CONSENT CALENDAR:** A motion was made to adopt the consent calendar by Chris Mills, 2<sup>nd</sup> by Daniel Guyer 4 Ayes, 0 Nays, 0 Absent, 0 Abstain, 1 Vacant, Motion carried.

**3. PUBLIC COMMENT:** None

### **4. INFORMATION/DISCUSSION ITEMS**

**a) Correspondence: Incoming:** Letter from State Controller regarding Special District's Financial Report filing requirement (forwarded to auditor). Christmas card from auditors, Memo from Dept. of Parks & Recreation regarding eligibility questionnaire for grants program, Letter from State Employment Development Dept. about new independent contractor rules, notice from PG&E regarding planned power outage for repairs in Pike, notice from PG&E regarding essential use status of firehouses (no action required), customer update from Alleghany County Water District.

**Outgoing:** Request to Downieville Fire Dispatch and Sierra County Sheriff to fill out the communications center questionnaire from ISO. Letter of support for first responder training campus in Yuba City sent to Governor Gavin Newsom.

**b) Committee/Member/Business Reports:**

*1. Legislative issues report from Dane Walde of the California Special District's association*  
Dane explained some of the recent (and highly successful) legislative advocacy for special district's that CSDA has lobbied for. He encouraged Pliocene Ridge CSD to let him know of any issues that may concern us. He also talked about the many resources available to CSDA members such as the library of sample Policies & Procedures, the discussion Forum and the free one-hour of legal council.

*2. Alleghany Assistant Chiefs David Arbogast & Ned Cusato* reported that there were two medical calls since the last meeting, one was transported to Sierra Nevada Memorial Hospital and the other was an ALS rendezvous at the Pike Firehouse.

*3. Pike City (district) Chief Chris Dorn and Assistant Chief Jim Buckbee* Reported that a live fire training was hosted by Camptonville Fire Department the previous Saturday. They burned down a house as a training exercise and it went really well. It was attended by several local agencies.

Rescue engine 6790 needs new tires and they have been ordered.

4. *AVFD Inc. Non Profit Corp:* No report

5. *PCVFD Non Profit Corp:* President Roland Robertson presented a draft release of liability and indemnity resolution for Pliocene Ridge CSD board consideration. The topic will be placed on the next meeting agenda and given to the district's insurance carrier and attorney for review as well.

6. *Risk Manager Report:* No report.

7. *Board Member/Staff reports:* Rae Bell reported that the ISO survey is scheduled for Sunday January 26<sup>th</sup> and she has put in many hours preparing the information packets and they aren't even close to being done.

On the topic of the Firewise Community effort: Chris Dorn reported that he and Forester Jo Ann Fites toured Alleghany and Pike. Jo Ann said that the two communities will need to each be their own Firewise Community. It is based on contiguous areas and the partners will be different for Pike and Alleghany. This would not preclude the corridor between Pike and Alleghany because escape routes are part of the program.

It was asked if Forest City would be included with Alleghany. That is an unknown, the residents would have to participate and the Forester would have to weigh in on that idea. It was explained that Firewise Communities are not the same as jurisdictions or response areas.

Rae Bell reported that she is going use part of the District's Public Relations budget to get an updated address list of all of the property owners in the district. This will be for district use, but also might be used to reach out regarding the Firewise community effort. She is going to put it on the next meeting agenda for the PRCSD Board to consider passing a resolution of general support of the firewise program so that minimal district resources (such as postage) can be utilized to support the effort.

A year-to-date budget to actual comparison for the first half of the fiscal year was handed out.

## **5. ACTION ITEMS**

### **a) *Unfinished Business***

1. *Ongoing Policy & Procedure review/update:* Nothing prepared in time for the meeting.

2. *Alleghany Firehouse project:* The plans are being revised to show an ADA compliant sink in the meeting room, then the building permit application will be started.

3. *Pike Firehouse Projects:* As reported in November the inspector still needs to sign off on the stairs, but they are done.

Rae Bell reminded Roland that she had suggested a year or so ago that if the Alleghany Firehouse project gets funded by the USDA then an effort should be made to apply for the Pike Firehouse as well. The first two steps will be 1. To have an architect who specialized in ADA compliance for public buildings do an assessment of the building; and 2. To determine what the match requirement will be for Pike (based on Median household Income). Rae will begin to inquire on these two things. Possibly census data can be used for the income determination.

4. *Homeland Security grant projects in Alleghany: Dispatch Office* David Arbogast reported that he and Chris Dorn attended the Downieville Fire Protection District's meeting on Jan. 15<sup>th</sup> to talk about the long-term plan for the equipment in the dispatch office. It was decided that Pliocene Ridge CSD will keep possession of the equipment after the 5 years that OES owns it. PRCSD will be responsible for maintaining the equipment. Chief Officers and the dispatcher(s) will have keys to the dispatch office. Even if there are no active dispatchers in Alleghany the dispatch office will be kept operational for redundancy for Downieville Fire Dispatch which services all of the fire departments in Western Sierra County.

*Back-up generator for station 1:* Rae reported that ABT plumbing and electric cancelled their appointment and said they won't be able to bid the job. She contacted three other contractors and so far only one, Gray Electric called back and scheduled a site visit. Chris Dorn reported that at the OAEC meeting in Downieville earlier that day, all of the Fire Chiefs decided to put the purchase of turn-outs above all other grant requests. There was a question about whether-or-not that would be covered by the homeland security grant, but if it is, it will put the generator project on hold. Also, the County may be installing a back-up 70 watt generator at Station 2 in Alleghany. Estimates will still be pursued for the generator installation at Station 1 in Alleghany.

*Siren:* Rae got two more quotes for the siren (total of 3) and submitted them to OES.

5. *Wayman Dam Project:* No report.

6. *Status of attorney consult re: non-profit/special district issue:* Rae has not had time to pursue this. No progress.

#### **d) New Business**

1. *Appoint Officers:* After a brief discussion **a motion was made by Bruce Coons and 2<sup>nd</sup> by Grace Knowles to appoint the following slate of officers: Daniel Guyer, President, Chris Mills, Vice President, Rae Bell Arbogast Secretary/Treasurer. 4 Ayes, 0 Nays, 0 Absent, 0 Abstain, 1 Vacant, Motion carried.**

2. *Purchase of printer for Alleghany:* After a discussion and budget review, it was decided by consensus to authorize Rae Bell to purchase a printer for the Alleghany Fire Dept. The funds will come out of the Alleghany operational budget.

#### **NEXT MEETING AGENDA ITEMS**

The next regular meeting is scheduled for Thursday February 20, 2020 at 6:30 pm at the Alleghany Firehouse. There will be a safety/risk management meeting at 6:00 before the regular meeting.

Agenda items: liability and indemnification agreement as presented by PCVFD non-profit corp. resolution to support firewise effort and Fiscal year 18/19 independent audit review.

#### **ANNOUNCEMENTS** None

#### **ADJOURNMENT:**

There being no further business before the board, the meeting was adjourned at 7:44 PM.

Respectfully submitted,

Rae Bell Arbogast  
Secretary