



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

### Board of Directors

Date: Thursday October 15, 2020

Location: Alleghany Station 2 with social distancing and masks

**1. CALL TO ORDER:** The meeting was called to order at 6:38 pm by President Guyer. Board members present: Daniel Guyer, Bruce Coons and Chris Mills. Director Grace Knowles was absent. Also present were District Chief Chris Dorn, Alleghany Assistant Chiefs David Arbogast and Ned Cusato, AVFD non-profit President Jan Sticha, PCVFD non-profit President Roland Robertson & Treasurer Denise Ruane, Public present: Vicky Tenney. Secretary Rae Bell Arbogast was present and took the minutes.

**2. CONSENT CALENDAR:** A motion was made to approve the consent calendar with a minor correction to the agenda by Bruce Coons 2<sup>nd</sup> by Chris Mills 3 Ayes, 0 Nays, 1 Absent, 0 Abstain, 1 Vacant, Motion carried.

**3. PUBLIC COMMENT:** None

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

#### **a) Correspondence**

Incoming: Notice from CDF regarding inspection requirements for all high-rises and detention facilities. Signed agreement for the CDF Fireman's assistance grant, notice from Downieville Fire Protection District that Wayne Marty Creel had been appointed fire chief effective October 1<sup>st</sup>.

Outgoing: Thank you card to Zac Kostick for donating a hot water heater to the Pike Firehouse, get well card to Lee Brown, FEMA National Fire Dept. Registry update completed online, notification to Cal-Fire that there are no high-rises or detention facilities within the district's boundaries. Thank you card to Dave Jeffrey for removing the stumps next to Alleghany Station 1

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

1. *Station 71 Chief's report:* ~ It was reported that there had been one medical transport to Sierra Nevada Memorial Hospital since the last meeting. A bleeding control training has been scheduled for November 16<sup>th</sup>. A motorcade memorial for past Downieville Chief Mike Lozano is scheduled for Sat. November 7<sup>th</sup>

2. *Station 67 Chief's report* ~ Chief Dorn reported that the Pike Fire Dept had been on a couple of mutual aid calls to Camptonville recently. Both Pike and Alleghany depts will be taking one truck to the motorcade on November 7<sup>th</sup>. The procession will start in Goodyear's Bar and drive to the memorial service in Downieville.

3. *AVFD Inc. Non-Profit Corp:* ~ Chairman Jan Sticha reported that they are considering a new name: Alleghany Volunteer Fundraising District and that they had one minor change to the draft MOU. (topic discussed later per the agenda)

4. *PCVFD Non-Profit Corp: report* ~ President Roland Robertson reported that they cancelled their annual Christmas Party due to COVID-19 and had worked on the MOU. (topic discussed later per the agenda)

5. *Firewise Community Certification Project* ~ It was reported that the Sierra County Board of Supervisors had approved using title III money to support firewise efforts in Sierra County and they recently approved an allocation of \$500 to Sierra Brooks for GIS Mapping services and another approx. \$90 for obtaining fire district/dept. maps for the entire county.

Rae stated that she had followed up with Pat Leach of the Nevada County Fire Safe Council on October 12<sup>th</sup> and she stated that they have a back-log of applications that they are working on.

Chris Dorn stated that we need to push forward with forming the committees for each community. (See Sept. minutes for more info)

6. *Risk Manager Report*: No report.

7. *Board Member/Staff reports*: Rae Bell reported that a siren test was conducted on Sept. 18<sup>th</sup> in Alleghany. Only the people in the immediate vicinity of the firehouse could hear it. She had assumed that the houses on the end of Miner's street closest to Casey's Place could hear it, but the mine office and the Allen's reported that they could barely hear it, and only if they were outside.

Evidently Lee Brown with OES has been ill and that is why he has not responded to questions about the homeland security grant for the second siren to be placed at Station 2 (County Yard).

## **5. ACTION ITEMS**

### **a) Unfinished Business**

1. *Bylaws-Policies* Nothing prepared for meeting.

2. *Alleghany Firehouse project*: Dave Jeffrey removed the stumps next to the firehouse. A meeting is being planned with the project leads (Dan Guyer, Chris Dorn, Ned Cusato, David & Rae Bell Arbogast) to regroup. It has been more difficult than expected to get labor quotes from outside contractors.

3. *Pike Firehouse Projects*: Rae reported that she and Roland were going to meet with Bruce Boyd for an ADA assessment on October 30<sup>th</sup>. This was previously scheduled in March but got cancelled due to bad weather and COVID.

4. *Pending grants*: Roland reported that they are working on the paperwork for the Fireman's assistance grant.

Rae Bell reported that the district was not awarded the \$15,000 from the California Fire Foundation (CFF) that was applied for in July.

The district does have to go-ahead from CDF to begin making the purchases for the Fireman's Assistance (50/50) grant. The final invoice has to be submitted to CDF no later than June 30, 2021.

5. *Wayman Dam* Roland reported that on the Forest Service website they moved it from December to February to look at it.

**b) New Business**

1. *Consideration of transferring additional money to reserve funds for FY19/20:* A written summary was provided. It was decided to leave the money in the general fund.

2. *Consideration of sending a letter to the Yuba County Water Agency asking them to close the gate on Hour House Dam road during fire season.* After a discussion it was decided to hold off on making a request.

3. *Discussion about renaming the fire depts* It was noted that the MOU which is currently under consideration includes language that forbids the use of the old fire department names by the district. After a discussion, it was decided that in order to avoid using the legal names of the non-profit corporations the word "Volunteer" would be removed from each fire dept name, with the understanding that it will take time to change all signs etc. Motion made by Bruce Coons 2<sup>nd</sup> by Chris Mills **3Ayes, 0 Nayses, 1 Absent, 0 Abstain, 1 Vacant, Motion carried.**

4. *Draft MOU between District and Non-profits* ~ Jan Sticha reported the AVFD board added language stating that the district could not use the future names of the non profits in addition to the current names, but otherwise was ok with the first draft. (He provided a copy with their change) Roland and Denise reported that PCVFD was ok with the changes made since the draft from the committee was finalized adding more clarification regarding the insurance and an escape clause and provided a copy with a few minor changes. It was decided by consensus to incorporate the AVFD change with the PCVFD changes and give the updated copy to AVFD for a preliminary approval. The next step after AVFD looks at it again will be to have the district's attorney review it.

5. *Consideration of hiring the district's attorney David McMurchie to review and make recommendations for the draft MOU.* Rae Bell stated that she had contacted the attorney for an estimate to review the MOU and he said that it could go as high as \$1,000 depending upon how many back-and-forth drafts he has to look at. The PCVFD board stated that they thought it would be best if the district's attorney looks at it first (before their attorney). A motion was made to have the district's attorney look at (and make recommendations for) the MOU after the AVFD non-profit board gives a nod of approval. Motion made by Dan Guyer 2<sup>nd</sup> by Bruce Coons **3Ayes, 0 Nayses, 1 Absent, 0 Abstain, 1 Vacant, Motion carried.**

**6. NEXT MEETING AGENDA ITEMS**


The next regular meeting is scheduled for Thursday November 19<sup>th</sup> at the Pike Firehouse with social distancing and masks.

**ANNOUNCEMENTS** None

**ADJOURNMENT:**

There being no further business before the board, the meeting was adjourned at 7:54 PM.

Respectfully submitted,

  
Rae Bell Arbogast  
Secretary

21 approved 11/19/2020



## Pliocene Ridge Community Services District

100 Pike City Road  
Pike City, CA 95960

plioceneridge.org

plioceneridge@gmail.com

### NOTICE OF REGULAR MEETING OF THE BOARD OF DIRECTORS

**October 15, 2020 Alleghany STATION 2 514 MINERS STREET  
6:30 PM regardless of power outage**

**1. ESTABLISH QUORUM, CALL TO ORDER**

**2. CONSENT CALENDAR**

- a) Approval of Agenda
- b) Approval of Minutes for September 17, 2020
- c) Approval of Treasurer's report for September 2020

**3. PUBLIC COMMENT** 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
- b) Committee/Member/Business Reports:
  1. Station 71 Chief's report
  2. Station 67 Chief's report
  3. AVFD Inc. non-profit corporation
  4. PCVFD non-profit corporation
  5. Firewise projects
  6. Risk Manager Report
  7. Board Member/Staff Reports

**5. ACTION ITEMS:**

- a) Unfinished business:
  1. Ongoing Bylaws & Policy review and/or update: Nothing prepared for meeting
  2. Firehouse Projects & ADA Compliance
  3. Pending Grants
  4. Wayman Dam project
- b) New business
  1. Consideration of transferring additional money to reserve funds for FY19/20
  2. Consideration of sending a letter to the Yuba County Water Agency asking them to close the gate on Our House Dam Road during fire season.
  3. Discussion about renaming the Fire Departments
  4. Draft Special District/Non-Profit MOU for review/edit – Start with report from non-profits re: their recent board meetings.
  5. Consideration of hiring the district's attorney to review the draft MOU after all parties think it is ready.

**6. ANNOUNCEMENTS, NEXT MEETING DATE & AGENDA ITEMS ~**

Next meeting date November 19 location TBD Next meeting agenda item: Adopt meeting calendar for 2021

**7. ADJOURNMENT** Upon request, Agendas will be made available in alternative formats to accommodate persons with disabilities. Please make your request to District Secretary, 100 Pike City Rd, Pike CA 95960 or plioceneridge@gmail.com specifying your disability and the format in which you would like to receive this Agenda and future Agendas as well.



**Pliocene Ridge Community Services District**  
100 Pike City Road  
Pike City, CA 95960

plioceneridge.org

plioceneridge@gmail.com

**CERTIFICATE OF POSTING**

I, Rae Bell Arbogast certify that the following document was posted on behalf of Pliocene Ridge CSD, Sierra County California:

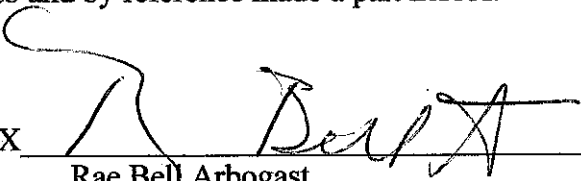
Regular Meeting Agenda Meeting date: 10/15/2020

In the following location(s):

Alleghany Post Office Bulletin Board, The Alleghany Firehouse, plioceneridge.org, emailed to agenda list. Jim to post at Pike Firehouse

On 10/12/2020 (date)

A copy of which is attached hereto and by reference made a part hereof.

Signed under penalty of perjury: X   
Rae Bell Arbogast



# 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 September 2020

				Beginning Checking Account Balance	\$	290.59
<b>DEPOSITS</b>						
Date	From:	For:				Amount
9/1	Savings	Funds transfer		\$		10,000.00
9/3	Sierra County Auditor	Final tax payment for FY 19/20 streetlight portion \$463.82 fire \$3,877.77		\$		4,341.59
<b>Deposits Total</b>					\$	<b>14,341.59</b>
<b>EXPENDITURES</b>						
Ck #	Date	To:	For:			
2554	9/2	Golden State Risk Management	Annual insurance premium FY 20/21	Total break-down below	\$	5,901.15
			Workers comp	\$	2,429.00	
			General Liability	\$	1,725.00	
			Property	\$	1,639.00	
			Auto	\$	284.00	
			Pollution	\$	4.00	
			Crime/Bond	\$	73.00	
			GL Dividend	\$	(252.85)	
	9/1	WA Credit Card	(2 mos had credit balance in August)	Total break-down below	\$	1,139.00
		Office Supply.com	note: \$41.06 was Rae personal taken off last pay	\$	44.48	
		Zorro Tools	Return of Cheifs helmet	\$	(265.43)	
		SPD	bottled water Alleghany Fire Dept	\$	5.19	
		Reibes Auto	auto supplies (oil tranny fluid) Alleghany	\$	116.78	
		B&C	bulbs for Station 2 Alleghany	\$	19.94	
		Office Supply.com	office supplies station 2	\$	60.26	
		cascade fire	replacement turn-outs Wallace insurance claim	\$	727.19	
		B&C	bulbs for Station 2 Alleghany (got wrong ones)	\$	9.75	
		Lost Nugget	Fuel Pike	\$	30.67	
		Tractor Supply	small equip. Pike FD (Diesel Cans)	\$	77.00	
		Zorro Tools	Chief's helmet	\$	313.17	
2555	9/3	Interspiro	annual service SCBAs Pike	\$		493.25
2556	9/3	Sierra County Public Wor	Fuel Pike 49.65 Alleghany 18.85	\$		68.50
2557	9/3	Suburban Propane	tank rental Pike	\$		45.00
2558	9/17	Mountain Messenger	Annual budget posting	\$		39.60
2559	9/17	Reibes Auto	hub cap and kit for engine 6790	\$		35.11
2560	9/17	Sierra County Public Wor	Fuel Pike 231.90 Alleghany 264.28 Fiscal Year 19/20 billed by the County late...	\$		496.18
2561		VOID		\$		-
765	9/17	Postmaster	Postage for package to Auditors Boden, Klein and Sneesby	\$		15.05
	9/29	WA Credit Card	\$141.05 battery clamshell for Pike fire less credit of \$19.94 for returned bulbs	\$		121.11
<b>Expenditures Total</b>					\$	<b>8,353.95</b>
<b>Reserve Account</b>						
Contingency	\$	24,500.00				
Alleghany Fire Unallocated	\$	3,000.00				
Alleghany Dispatch Office	\$	700.00				
Alleghany equipment	\$	1,261.84				
Pike City Fire Unallocated	\$	7,000.00				
Streetlights	\$	5,195.48				
Pike City Firehouse	\$	3,064.76				
Pike City Engines	\$	5,188.60				
Alleghany Firehouse	\$	1,409.37				
Alleghany Engines *	\$	15,770.39				
Interest Earned	\$	4.87				
<b>Reserve Account Total</b>	<b>\$</b>	<b>67,095.31</b>				
* \$8,000 for Alleghany vehicle purchase only						
				<b>Ending Checking Account Balance</b>	\$	<b>6,278.23</b>
				<b>Starting Savings account balance</b>	\$	<b>30,698.25</b>
				transfer to checking	\$	(10,000.00)
				transfer to FUNDS	\$	(3,388.30)
				interest earned	\$	2.05
				<b>Ending Savings Account Balance</b>	\$	<b>17,312.00</b>
<b>General Fund (accounts listed above) Total</b>					\$	<b>23,590.23</b>
				<b>Reserve account Starting Balance</b>	\$	<b>63,702.14</b>
				transfer from savings for FY 19-20 update	\$	3,388.30
				interest earned	\$	4.87
				<b>Reserve account Ending Balance</b>	\$	<b>67,095.31</b>
<b>Report prepared by Rae Bell, Treasurer</b>				<b>Total ALL FUNDS</b>	\$	<b>90,685.54</b>
Verified against bank statement and QB balances by: X				Name Printed _____		
Note: Savings and Fund accounts are reconciled quarterly.				title _____		

**MEMORANDUM OF UNDERSTANDING** *between*

*Pliocene Ridge Community Services District (PRCSD)*

*and*

*Alleghany Volunteer Fire Department (AVFD), a non-profit Corporation*

*and*

*Pike City Volunteer Fire Department (PCVFD), a non-profit Corporation*

This Memorandum of Understanding (MOU) is between the Pliocene Ridge Community Services District, (PRCSD) and the non-profit corporations Alleghany Volunteer Fire Department (AVFD) and Pike City Volunteer Fire Department (PCVFD).

**PURPOSE**

The purpose of this MOU is to identify clearly the agencies involved and set forth terms by which all three entities shall support each other.

**IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:**

The PRCSD shall provide insurance coverage to both non-profits at the same level it insures itself provided all activities of the non-profits are performed in support of PRCSD.

The non-profits shall not name themselves fire departments, changing their names accordingly , and the PRCSD shall no longer use the current names of the non-profits.

Pliocene Ridge Community Service District

\_\_\_\_\_  
\_\_\_\_\_

Alleghany Volunteer Fire Department

\_\_\_\_\_  
\_\_\_\_\_

Pike City Volunteer Fire Department

\_\_\_\_\_  
\_\_\_\_\_



Additional Fund Transfers for fiscal year 19/20:

The district's cash balance increased by \$9,417.46 for the year that ended on June 30, 2020 (see Statement of Cash flows below). \$3,402.62 was transferred to various reserve funds based on district policy (see Fund sheet distributed with last month's meeting documents for the detail). That leaves another approximately \$6,000 of net gain. I suggest that the board approve a transfer of \$500 into the contingency fund which will bring the balance to an even \$25,000. The recently adopted Fund Policy states: "It is the Policy of the district to maintain funds sufficient to cover approximately 6 to 12 months of district operations in the contingency fund".

This leaves \$5,500 in net gain that could be moved into reserve funds. If we allocate \$2,000 to each fire department, the question is: should it go into the "unallocated fund" for each fire department or should some of it go into the building funds or vehicle funds? It also could simply be left in the general fund.

Technically this should have been considered last month but I forgot to add it to the agenda. Last year's fund sheet will need to be updated accordingly if the board approves any additional transfers.

10:06 AM  
10/01/20

**Pliocene Ridge Community Services District  
Statement of Cash Flows  
July 2019 through June 2020**

	Jul '19 - Jun ...
<b>OPERATING ACTIVITIES</b>	
Net Income	8,312.52
Adjustments to reconcile Net income to net cash provided by operations:	
1200.0 - Accounts Receivable	2,805.14
2000.1 - Accounts Payable	1,073.10
2001.1 - Previous Year Accounts Pay...	1,070.27
2100.1 - Payroll Liabilities	64.55
Net cash provided by Operating Activities	13,325.58
<b>FINANCING ACTIVITIES</b>	
3010.1 - Investment in Fixed Assets	-3,908.12
Net cash provided by Financing Activities	-3,908.12
Net cash increase for period	9,417.46
Cash at beginning of period	92,741.66
Cash at end of period	102,159.12