



**MINUTES of the Regular Meeting of the Pliocene Ridge CSD
Board of Directors
Date: Thursday February 18, 2021 6:30 pm
At the Pike City Firehouse**

1. CALL TO ORDER: The meeting was called to order at 6:36 pm by President Guyer. Board members present Daniel Guyer, Larry Allen, Grace Knowles and Chris Mills. Director Bruce Coons joined the meeting at 7:00 pm. Also present were District Chief Chris Dorn and Alleghany Assistant Chiefs David Arbogast & Ned Cusato, PCVFD non-profit President Roland Robertson, Treasurer Denise Ruane & director Marge Cole, AVFD non-profit Chairman Jan Sticha. Public present: Vicky Tenney. Secretary Rae Bell Arbogast was present and took the minutes.

Flag Salute

2. CONSENT CALENDAR: A motion was made to remove the agenda item from the consent calendar and adopt it by Chris Mills 2nd by Larry Allen Ayes: Allen, Guyer, Knowles, Mills Nays: none Absent: Coons Abstain: none Motion carried.

APPROVAL OF AGENDA A motion to move the fire truck item to the beginning of the agenda and to add two items under new business: 1 to authorize the district treasurer to request title III money from the County for the firewise effort & 2. to consider swapping out one of the Ad Hoc committee members. Motion made by Chris Mills 2nd by Larry Allen Ayes: Allen, Guyer, Knowles, Mills Nays: none Absent: Coons Abstain: none Motion carried.

POTENTIAL NEW FIRE TRUCK (NEW BUSINESS) Chief Dorn explained that he has been working with North San Juan Fire District (NSJFD) to ensure that Pliocene Ridge CSD gets first dibs on any trucks that NSJFD is trading out for newer models. He pointed out that almost half of the district's emergency calls last year were mutual aid calls to either North San Juan or Camptonville. It is in NSJFD's interest to have the best possible response from Pike when they need it. He had been hoping for a type 3 engine, but N. San Juan decided to surplus their type 6 instead of their older type 3.

NSJFD Chief Flores offered the truck to Chief Dorn for \$15,000. Chief Dorn and crew showed the truck to all in attendance including a demonstration of its foam capability. The truck only has 24,500 miles on it with less than 400 hours on the pump. It doesn't require a special license to drive (as a type 3 does) and it is a four-wheel drive. It is a 1998 Ford Diesel. The asking price is an approximately 50% donation to the Pike Fire Department because similar used trucks are listed at \$30,000.

Pike VFD non-profit President Roland Robertson stated that his organization is in a position to make the purchase 100% and he would call a special meeting to discuss it. The only caveat would be that the truck remains in Pike.

The Pliocene Ridge Board made a motion to authorize Chief Dorn to let North San Juan know that the district wishes to purchase the truck and the price is acceptable. [funding details to be worked out later] Motion made by Chris Mills 2nd by Bruce Coons Ayes: Allen, Coons, Guyer, Knowles, Mills Nays: none Absent: none Abstain: none Motion carried.

3. PUBLIC COMMENT: None

4. INFORMATION/DISCUSSION ITEMS

a) *Correspondence*

National Fire Protection Association annual survey received, filled out and sent back. Special Districts Financial Transaction Report cover page signed and mailed to the State Controller's office (the auditors file the actual report electronically), thank you card send to Pike City VFD non-profit for their continued support of the Pike Fire Department, memo sent to all directors with an updated index for the district's Policies & Procedures, Request for the Gov. Compensation Report for 2020 from the State Controller's office (forwarded to district auditors). Statement of facts updating the slate of directors sent to the Secretary of State.

b) *Committee/Member/Business Reports:*

1. *Station 67 Chief's report* ~ Chief Dorn reported that the firewise USA application was submitted for Pike earlier that day and Alleghany's should be going in soon. This will be huge for improving the safety of firefighters in the event of a fire, getting grants, and helping with insurance availability and pricing.

2. *Station 71 Chief's report:* ~ David Arbogast reported that both fire departments (Pike and Alleghany) had their first training in a long time [since the last COVID-19 uptick]. The training was held on February 15th and it was a "Stop the Bleed" training presented by a nursing student from UNR Melissa Lowe. A special training kit was donated to the district so that we can continue to train with it. The plan is to resume training every-other Monday. He also reported that there were two cancelled medical calls since the last meeting.

3. *AVFD Inc. Non-Profit Corp:* ~ Chairman Jan Sticha reported that they have had very few meetings because of Covid-19. They briefly had a full board, but now have a vacancy again.

4. *PCVFD Non-Profit Corp: report* ~ President Roland Robertson reported that they are preparing the documents to change their name. They had their first face-to-face meeting in a long time the previous week.

5. *Firewise Community Certification Project* ~ Report provided in writing (attached to these minutes).

6. *Risk Manager Report:* No report.

7. *Board Member/Staff reports:* Report provided in writing (attached to these minutes)

5. ACTION ITEMS

a) *Unfinished Business*

1. *Bylaws-Policies* – Nothing prepared in time for the meeting.

2. *Firehouse projects and ADA compliance:* Report provided in writing.

3. *Pending grants:* Report provided in writing. Roland added that his organization got the 6 wildland shelters and packs. (web-gear) as part of their CDF grant. The turn-outs have been ordered.

4. *Status of attorney consult re: MOU* A draft MOU was received from the attorney earlier that day. Copies were distributed and it was noted that the Ad Hoc committee needs to reconvene to go over it.

b) New Business

1. *(Fire truck purchase moved to beginning of agenda.)*

2. *Change of one MOU Ad Hoc Committee member.* After a brief discussion, a motion was made to swap PRCSD committee member Daniel Guyer for Larry Allen. **The motion was made by Bruce Coons 2nd by Chris Mills Ayes: Allen, Coons, Guyer, Knowles, Mills Nays: none Absent: none Abstain: none Motion carried.**

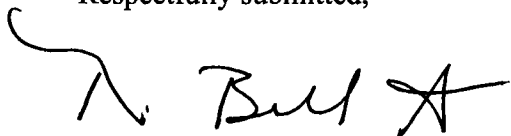
3. *Request title III money for firewise effort* After a brief discussion, a motion was made to authorize Rae Bell to draft a letter requesting title III funds from the County to cover administrative costs related to the firewise USA community effort. **The motion was made by Bruce Coons 2nd by Chris Mills Ayes: Allen, Coons, Guyer, Knowles, Mills Nays: none Absent: none Abstain: none Motion carried.**

ANNOUNCEMENTS, NEXT MEETING DATE & AGENDA ITEMS The next regular meeting is scheduled for March 18, 2021. The location will be determined based upon the COVID-19 situation and health department mandates.

ADJOURNMENT:

There being no further business before the board, the meeting was adjourned at 7:32 PM.

Respectfully submitted,



Rae Bell Arbogast
Secretary



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: 2/18/2021

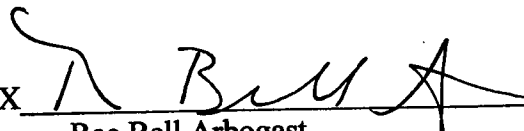
In the following location(s):

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

On 2/13/2021 (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

100 Pike City Road
Pike City, CA 95960

plioceneridge.org

plioceneridge@gmail.com

NOTICE OF REGULAR MEETING OF THE BOARD OF DIRECTORS February 18, 2021 6:30 pm At the Pike Firehouse Physical distancing and Masks required.

1. ESTABLISH QUORUM, CALL TO ORDER

2. CONSENT CALENDAR

- a) Approval of Agenda
- b) Approval of Minutes for January 21, 2020
- c) Approval of Treasurer's reports for January 2021

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
- 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:
 2. Firehouse Projects & ADA Compliance
 3. Pending Grants – Homeland Security, CDF Fireman's assistance, USDA (under FH projects)
 4. Status of attorney consult re MOU between the District and the non-profit corporations. He has promised to send something by Tuesday 2/16/2021. It will be posted on the website when it arrives.
- b) New business
 1. Potential new firetruck display and discussion (reason the meeting is being held in Pike this month)

6. ANNOUNCEMENTS, NEXT MEETING DATE & AGENDA ITEMS ~

Next meeting date March 18th location TBD Next meeting agenda items:

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

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

Treasurer's Report for January 2021

Beginning Checking Account Balance \$ 2,479.02

DEPOSITS

Date	From:	For:	Amount
1/22	Savings		\$ 2,000.00
1/31/2021	Sierra County Auditor		\$ 12,554.03
		Fire revenue portion	\$ 10,363.71
		streetlight portion	\$ 2,190.32
Deposits Total			\$ 14,554.03

EXPENDITURES

Ck #	Date	To:	For:	Amount
EFT	1/4	PG&E	(detail below)	\$ 441.15
			PG&E Allegheny Firehouse Station 1	\$ 85.22
			PG&E Pike Firehouse	\$ 72.20
			Streetlights - Forest	\$ 17.22
			Streetlights - Allegheny	\$ 266.51
2574	1/4	Rae Bell Arbogast	3 mos district admin (quarterly billing)	\$ 600.00
2575	1/4	McMurchi Law Firm	MOU review	\$ 945.00
2576	1/4	AT&T	phones at firehouses Pike and Allegheny split 50/50	\$ 43.25
2577	1/4	IRS	Form 944 annual payroll tax payment	\$ 192.34
2578	1/18	Rae Bell Arbogast	Reimburse 1/3 of quickbooks payroll module total \$650	\$ 216.67
EFT	1/31	WA credit card	batteries Pike \$245.15, Fuel Pike \$54.71, Office supplies Pike \$78.11	\$ 377.97

Expenditures Total \$ 2,816.38

Reserve Account	
Contingency	\$ 24,500.00
Allegheny Fire Unallocated	\$ 3,000.00
Allegheny Dispatch Office	\$ 700.00
Allegheny 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
Allegheny Firehouse	\$ 1,409.37
Allegheny Engines *	\$ 15,770.39
Interest Earned	\$ 9.94
Reserve Account Total	\$ 67,100.38

* \$8,000 for Allegheny vehicle purchase only

Ending Checking Account Balance \$ 14,216.67

Starting Savings account balance \$ 17,313.32
 transfer to checking \$ (2,000.00)

interest earned
 Ending Savings Account Balance \$ 15,313.32

General Fund (accounts listed above) Total \$ 29,529.99

Reserve account Starting Balance \$ 67,100.38

interest earned
 Reserve account Ending Balance \$ 67,100.38

Report prepared by Rae Bell, Treasurer

Total ALL FUNDS \$ 96,630.37

Verified against bank statement and QB balances by: X

Name Printed

Note: Savings and Fund accounts are reconciled quarterly.

title



Pliocene Ridge CSD District Manager's report

Meeting date 2/18/2021

Agenda item 4b 5. Firewise Projects The application for Pike is complete! The final piece was submitted to firewise USA earlier today. Firewise USA will review the application and either respond with more questions or approve it "as is". Pat Leech of the Nevada County Firesafe Council said that the amount of time that this takes varies and can take up to a few months. In the meantime, we need to get everyone on board with filling out the forms to track their efforts in both Pike and Alleghany, this can be anything that has to do with fire prevention, from raking to tree removal and everything in between.

The committee for the Pike Firewise committee is Christina Dorn and me (Rae Bell) as district representative.

The Alleghany application is being put together. Jo Ann with the Nevada County Fire Safe Council is working on the map. She is using the fire hydrant map as a starting point. The committee for the Alleghany Firewise committee is Ned Cusato and me.

We are hopeful that once things get moving on the ground others will step forward to join the committees.

Agenda item 5.a 2. Firehouse projects and ADA compliance

Pike Firehouse: On Friday February 5th Bruce Boyd came and did his on-the-ground survey for his report on the things that can be done to improve the overall ADA rating for the Pike Firehouse.

Alleghany Firehouse: Currently we are looking at the idea of subcontracting out part of the concrete work and then doing the other work with a combination of volunteer and paid help utilizing the district's employees (firefighters). Building material prices changed a lot over the last year, so we are in the process of getting updated quotes for the steel, the drain and all other supplies. The county was recently reminded that we are waiting on the building permit and that we are hoping to break ground this year. (The permit application was submitted last year) Joshua Gwiazda is still willing to loan the use of his mini-excavator and David Jeffrey is willing to be the operator. Dan Guyer, Chris Dorn, David Arbogast and Ned Cusato are also on board to help. I (Rae Bell) was appointed as the project manager by the Pliocene Ridge CSD board in 2019. I followed up with USDA as well, about the process for updating the budget but have not heard back as of the date of this report.

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is entered into by and between the Pliocene Ridge Community Services District, a California community services district formed and operating pursuant to California Government Code section 61000 et seq. (hereinafter “the District”), the Alleghany Volunteer Fire Department, a California non-profit public benefit corporation (hereinafter “AVFD”), and Pike City Volunteer Fire Department, a California non-profit public benefit corporation (hereinafter “PCVFD”). The District, AVFD and PCVFD are collectively referred to herein as the Parties.

PURPOSE

The purpose of this MOU is to specify the terms and conditions under which the District, AVFD, and PCVFD shall cooperate and support one another in promoting, planning for and providing state of the art fire prevention and suppression and emergency medical services for the benefit of the residents of those areas of southwestern Sierra County which are located within the jurisdictional boundaries of the District.

RECITALS

WHEREAS, both AVFD and PCVFD were incorporated as California public benefit non-profit corporations before the formation of the District and provided fire prevention and suppression services as volunteer fire companies to the area now comprising a portion of the jurisdictional boundaries of the District through the process described in Health and Safety Code section 14825-14860. That statutory scheme provides for regulation and formation of volunteer fire companies in unincorporated towns through a County ordinance process which gives the County discretionary power over the formation, operations, and termination of the existence of a volunteer fire company if a reasonable level of fire service provided by a public agency already exists, or where the continued provision of fire services by such companies competes with fire services provided by a public agency; and

WHEREAS, the District was formed in 2004 by resolution of the Sierra County Local Agency Formation Commission (hereinafter “LAFCO”) pursuant to the provisions of the Cortese Knox Hertzberg Local Government Reorganization Act (the “CKH Act” Government Code section 56000 et seq) which confers on each County LAFCO the power to form, dissolve and change the organization of public agencies, to define, limit or expand their authorized services, and to determine the appropriate service areas for each public agency within a county. The LAFCO resolution authorized the formation of the District for the purposes of providing fire prevention and suppression services, emergency medical services, park and recreation services and street lighting services within the District’s jurisdictional boundaries. LAFCO established the District jurisdictional boundaries as essentially all lands in southwestern Sierra County, including those areas previously receiving fire prevention and suppression services from AVFD and PCVFD, as

well as a portion of County Service Area #2, through which the County had previously provided fire and emergency medical services. The purpose of the formation of the District as stated by LAFCO was to organize and stabilize the provision of fire and emergency medical services for this entire region in a single public agency with a representative board of directors appointed by the Board of Supervisors of Sierra County, with a stable funding source consisting of a portion of the property tax base. The report of the LAFCO Executive Officer specifically states that the District is being formed for the purposes of establishing a single public agency as the sole provider of fire protection, emergency medical and related services within its boundaries by incorporating the existing volunteer fire companies operated by AVFD and PCVFD; and

WHEREAS, upon the approval of the formation of the District by LAFCO, the District became the sole and exclusive public agency authorized to provide fire, emergency medical, and related services to communities within southwestern Sierra County. Sierra County did not continue the authority of both AVFD and PCVFD to utilize County funds and property as certificated volunteer fire companies under Health and Safety Code section 14831. As a result, both AVFD and PCVFD conveyed to the District all fire and emergency medical equipment, real property consisting of fire stations, and emergency vehicles to permit the District to commence operations; and

WHEREAS, currently AVFD and PCVFD provide financial and community support for District fire prevention, fire suppression and emergency medical services. In consideration for such support, the District currently provides general liability insurance coverage to both AVFD and PCVFD at no cost to either AVFD or PCVFD. The District general liability insurance policy which provides coverage to AVFD and PCVFD specifically requires that such insurance coverage only attaches to AVFD and PCVFD, and their officers, employees and volunteers, so long as AVFD and PCVFD **each** certify that they are formed and acting **exclusively** to support the District, and not for any other corporate purpose.

AGREEMENT

Therefore, it is mutually understood and agreed by and between the Parties as follows:

1. **INSURANCE COVERAGE:** The District will continue to provide general liability insurance coverage to AVFD and PCVFD with the same policy limits and terms and conditions of coverage applicable to the District at no cost to either AVFD or PCVFD so long as AVFD and PCVFD comply with the following conditions: (a) ensure that all of their public fundraising communications reflect the fact that their exclusive purpose is to support the operations and finances of the District for fire prevention, fire suppression and emergency medical services to residents of the District, and (b) in order to avoid mismanagement of emergencies or confusion to the public seeking emergency aid, ensure that none of their public communications reflect that either AVFD or PCVFD is legally authorized to currently provide fire prevention, fire suppression or emergency medical services within the boundaries of the District; and (c) revise their respective bylaws to reflect that the corporate operations of AVFD and PCVFD are for the exclusive purpose

of supporting the fire prevention, suppression and emergency medical services provided by the District.

2. **NAMES OF THE PARTIES:** Within 60 days of the execution of this MOU by all parties, AVFD and PCVFD shall each cease publicly referring to themselves as volunteer fire departments and change their names accordingly by filing a Certificate of Amendment to the Articles of Incorporation with the California Secretary of State. The purpose of this requirement is to avoid public confusion that some entity other than the District is legally responsible for and capable of responding to fire and medical emergencies within the jurisdictional boundaries of the District. An amendment to this MOU will be executed by all parties upon the completion of the name changes by AVFD and PCVFD. The District will not change its name from its current name during the term of this MOU.
3. **TERM AND TERMINATION:** This MOU will commence on the date it is executed by all parties and continue in full force and effect without a definite term; however, this MOU is subject to termination without cause by any party upon giving 90 days written notice to each of the other parties of its intent to terminate participation in this MOU. In addition, should either AVFD or PCVFD violate or fail to comply with the conditions specified in Section 1 of this MOU, the District shall have the option to immediately terminate insurance coverage for that party in its then current insurance policy or self-insured Memorandum of Coverage. The District does not have the power to use public funds to pay for insurance coverage for AVFD or PCVFD if those non-profits engage in any corporate activity other than support of the District because to do so is arguably an unconstitutional gift of public funds by the District. Both AVFD and PCVFD retain the corporate power to decide that they want to engage in non-profit activities other than exclusive support of the District, but if that occurs the District will be required to cancel the insurance coverage provided to the non-compliant party.
4. **GOVERNING LAW:** This MOU shall be construed and interpreted according to the laws of the State of California.

IN WITNESS WHEREOF, the parties hereto have executed this MOU on the date opposite their respective signatures:

Pliocene Ridge Community Service District

By:

_____ date _____
_____ date _____

Alleghany Volunteer Fire Department

By:

_____ date _____
_____ date _____

Pike City Volunteer Fire Department

By:

_____ date _____

_____ date _____