

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

**Date: Thursday March 20, 2025 Time: 6:30 pm Location: Alleghany Firehouse Station 2, nobody called in to the conference call, hung up after ten minutes.**

**1. ESTABLISH QUORUM, CALL TO ORDER, FLAG SALUTE:** The meeting was called to order at 6:41 pm by Director Pam Davis. **Flag Salute.** Board members present: Pam Davis, Chris King, and Oregon Tenney IV. Board members absent: Bruce Coons and Chris Mills (both notified the Secretary in advance that they could not attend). Also in attendance: District Chief Jim Buckbee, Alleghany Assistant Chiefs David Arbogast and Ned Cusato, Pike City FD Captain and District Risk Manger Cameron Shay. Public: Vicky Tenney. Pliocene Ridge CSD District Manager and Interim Secretary Rae Bell Arbogast was present and took the minutes.

### **2. CONSENT CALENDAR:**

Approval of current Agenda, the minutes of the regular meeting held February 20, 2025, the Treasurer's report for February 2025 and lifting the cap on Chief Buckbee's credit card. **A motion was made to approve the consent calendar by Director Tenney and seconded by Director King. Ayes: Davis, King, Tenney Noes: none Absent: Coons, Mills Abstain: none ~ Motion carried.**

**3. PUBLIC COMMENT:** None

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

**a) Correspondence Incoming:** Form 700s from Sierra County Clerk Recorders Office. **Outgoing:** Signed oaths of office for C. King sent to the Sierra County Clerk-Recorders Office along with O. Tenney's Form 700, thank you cards sent to Liebert, Cassidy, Whitmore and Donna Williamson for the Ethics and Harassment Prevention classes. Thank you letter and receipt for tax purposes to Donna Williamson for \$100 donation to the Capital Improvement Fund.

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

*1. District Chief's Report* ~ Interim Chief Jim Buckbee reported that there had been two calls since the last board meeting. One was cancelled right away, and the second one was a request for an agency assist from the Sheriff's Office (SO) for a stranded vehicle on Ridge Road. The SO was short-handed and the call was handled by Jim Buckbee and firefighter C. Gersmehl. The occupants of the car were ill-prepared and had spent the night in the car. It took several hours before the vehicle was finally towed away.

*2. Assistant Chiefs' Report:* A Blood Borne Pathogens training was held earlier in the month and a Public Safety First Aid Class was conducted at the Pike Firehouse with nine participants from the following fire departments: Pike, Camptonville and N. San Juan.

*3. Alleghany Fire Department Auxiliary:* ~ The Auxiliary donated money to the district to purchase new sets of CPR mannequins. (4 adult and 4 infant) The old sets are around 15 years old and are still being used but an upgrade was due. They also were purchased by the Auxiliary aka AVFD at the time.

*4. Pike Community Support Foundation* ~ Chief Buckbee reported that the Foundation paid for the light bar and radios for the new rescue truck. They also are buying gas detectors, headlamps and pager batteries for the Pike City Fire Department. They are going to pay for a split pump heating and cooling system for the upstairs room that will include the components to expand to include the rescue bay later.

*5. Board Member/Staff Reports* ~ Report provided in writing.

*6. Firewise Community Projects* ~ Report provided in writing. Chief Buckbee shared that Volcano Creek Logging has been hired to complete a shaded fuel break from the PG&E substation in Pike all the way up Ridge Road as part of the Trapper Project. This will be on both Forest Service and SPI land.

7. *Firehouse Projects & ADA Compliance*:~ Re: Alleghany Station 1 one item under new business

Re: Pike City FH Chief Buckbee reported that he has been getting quotes from companies for a two-bay building. One just came in for \$63,000 and that includes the engineering. His plan is to get a couple more along with some estimates for the concrete, then he will talk to the County about the permit. He is hoping that they have a site plan on file.

8. *Pending Grants* – Cal Fire’s Rural Capacity (50/50) grant application is due by May 5<sup>th</sup>. \$800 is available for medical supplies. Captain Shay suggested using it to get epi pens.

## **5. ACTION ITEMS**

### **a) Unfinished Business**

1. *Secretary Position*: No applications came in. Rae Bell is going to try rewording the advertisement.

2. *Appoint Officers* It was decided to table this item until next January since it took so long to fill the appointments after Larry Allen died. **Motion made by Director King and seconded by Director Tenney. Ayes: Davis, King, Tenney Noes: none Absent: Coons, Mills Abstain: none ~ Motion carried.**

### **b) New Business**

1. *Capital Improvement Fund Allocation and proposed update to Policy #2010 Reserve Funds* It was decided to table this until all board members are present and they have had more time to look it over.

2. *Consider additional bylaw amendments for general clean-up* It was decided to remove Article III RECORDS (since it has been replaced by policies) and to update article IV (new Article III) as outlined below

#### **ARTICLE IV ELECTION APPOINTMENT OF OFFICERS**

1. ~~Election~~ **Appointment** of Officers by the board of directors shall be conducted annually at the January meeting. Appointment only applies to Officer Positions not held by employees. The terms of officer positions held by district employees shall correspond with the term of employment.
2. The Officers shall be: President, Vice President, Secretary & Treasurer.
3. The Term of Office of each ~~elected~~ **appointed** officer shall be one year and shall begin upon ~~election~~ **appointment** in January and shall continue through December.
4. A vacancy in any office shall be filled at the next regular meeting by a ~~vote of the Board~~ **appointment** to fill the unexpired term.

**Motion made by Director Tenney and seconded by Director King. Ayes: Davis, King, Tenney Noes: none Absent: Coons, Mills Abstain: none ~ Motion carried.**

3. *Request to change regular monthly meeting day*. After a discussion it was decided by consensus to change the regular meeting day to the 3<sup>rd</sup> Tuesday of the month. The time will remain 6:30 pm

4. *Consider Proposed changes to Policy 1030 Risk Management/Safety* Draft not ready in time for meeting. Item tabled.

5. Consider hiring Eireman construction for repair work at Alleghany Station 1. It was reported that they quoted \$2,000 for the wall repair, metal siding and installation of two new doors (District to provide the doors). \$2,000 to sheetrock the interior where it is missing (front inside wall and above where the loft is, plus inside of repaired wall) and \$1,500 to repaint the front for a total of \$5,500. Proof of insurance and w-9 to be obtained from Contractor prior to work commencement. **Motion to authorize staff to hire Eireman Construction made by Director Tenney and seconded by Director King. Ayes: Davis, King, Tenney Noes: none Absent: Coons, Mills Abstain: none ~ Motion carried.**

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

The next regular meeting is scheduled for Tuesday April 15, 2025 at 6:30 pm in Pike.

**ADJOURNMENT:** There being no further business before the board, the meeting was adjourned at 7:18 PM.

Respectfully submitted,

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Rae Bell Arbogast  
Interim Secretary