



## 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**

**Thursday August 18, 2022 6:30 pm**

**VIA Phone Conference call 978-990-5144 Access code 6919768#**

#### **ALL MEETING DOCUMENTS ARE POSTED ONLINE [plioceneridge.org](http://plioceneridge.org)**

1. ESTABLISH QUORUM, CALL TO ORDER, FLAG SALUTE

2. CONSENT CALENDAR

a) Approval of Agenda, b) Approve Minutes for regular meeting held June 16, 2022 c) Ratify Treasurer's report & bill payments for June and July 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
- 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: Nothing prepared for this meeting.
  - 2. MOU with non-profits still needs addendum with new names, waiting to hear from Alleghany non-profit.
  - 3. Surplus truck sales update provided in writing.

b) New business

- 1. None

6. **ANNOUNCEMENTS, NEXT MEETING DATE & AGENDA ITEMS ~** Next meeting date September 15, 2022. Agenda Items: Adopt final budget for FY 22/23

7. **ADJOURNMENT**

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

Date: Thursday June 16, 2022 Time: 6:30 pm

Location: Alleghany Fire Station 1, 514 Miners Street

**1. ESTABLISH QUORUM & CALL TO ORDER:** The meeting was called to order at 6:30 pm by President Larry Allen. Flag Salute. Present: Board members, Larry Allen, Pamela Davis and Chris Mills. Directors Bruce Coons and Grace Knowles had notified the Secretary that they could not attend. Also in attendance: Alleghany Assistant Chief Ned Cusato. Pike Community Support Foundation President Roland Robertson and Treasurer Denise Ruane. Public present: None. PRCSD Secretary Rae Bell Arbogast attended by speaker phone and took the minutes.

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

**Agenda, Minutes and Treasurer's report**

**A motion was made to approve the consent calendar with one correction to the agenda. Motion made by Chris Mills, seconded by Pam Davis Ayes: Allen, Davis, Mills Noes: none Absent: Coons & Knowles Abstain: none ~ Motion carried.**

**3. PUBLIC COMMENT:** none

### **5. INFORMATION/DISCUSSION ITEMS**

**a) Correspondence Incoming:** Certificate of Recognition and appreciation for outstanding contribution to excellence in Emergency Care for Pliocene Ridge CSD from NORCAL EMS,

**Outgoing:** Statement of facts to Secretary of State updating the board of directors and president's seat, Pam Davis oath papers sent to Sierra County clerk recorder, Letter of intent to participate in the multi-jurisdictional hazard mitigation plan sent to Sierra County OES

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

**1. Chief's Report** ~ Chief Dorn was absent due to illness. Alleghany Assistant Chief Ned Cusato provided the following update for both fire departments:

The new engine for Alleghany is getting a full compliment of wildland hose from the Forest Service. The radio has been installed, the decals were ordered but there was a problem and it is being corrected. He submitted the building permit application for the permit for the electronic sign at the Pike Firehouse and is working on getting the metal to build the base. They tested it out and it very bright with lots of great features such as message storage. Alleghany hasn't had any calls since the last meeting. Pike has had some cancelled mutual aid calls.

**3. AVFD Inc. Non-Profit Corp:** ~ No report

**4. Pike Community Support Foundation** ~ Roland Robertson reported that the bake sale is on for July 16<sup>th</sup> at 9 am until it sells out. It will be a drive-through affair. The craft sale for December is still in the works.

**5. Firewise Community Projects** ~ Rae Bell to provide a written report for the Pike Community Support Foundation's newsletter.

**6. Firehouse Projects & ADA Compliance:**

Alleghany Station 1: Rae Bell needs to follow-up on the metal order, as it has not arrived yet.

Pike: No update on the status of the permit for the rescue bay ADA improvements. Rae Bell to follow up with Christina Dorn who is in charge of getting the permit.

7. *Pending Grants:* Nothing new to report.

## **5. ACTION ITEMS**

### **a) Unfinished Business**

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

2. *MOU between the District and the non-profit corporations:* Nothing new to report.

3. *Sale of Allegheny FD's 1968 Structure truck.* Rae Bell reported that it has been listed on the govdeals.com website which is a free service (for sellers). It was started back at the original amount of \$10,000 for two weeks, if it doesn't sell it will be lowered to the current minimum bid of \$7,500. It was noted that the resolution to declare it surplus authorized management to sell it. The Chief(s) will be consulted if it still doesn't sell.

4. *Signage for firehouses nothing new to report.*

5. *Resolution # 22-089 to update signature card and safety deposit box.* After a discussion it was decided to substitute new board member Pamela Davis in for Daniel Guyer on the bank accounts and safety deposit box. **Motion made by Chris Mills to adopt Resolution 22-089, seconded by Pam Davis Ayes: Allen, Davis, Mills Noes: none Absent: Coons & Knowles Abstain: none ~ Motion carried.**

### **b) New Business**

1. *Adopt preliminary budget:* **Motion made by Chris Mills to adopt the preliminary budget as presented, seconded by Pam Davis Ayes: Allen, Davis, Mills Noes: none Absent: Coons & Knowles Abstain: none ~ Motion carried.**

2. *Renew Rae Bell Arbogast Contract for Services.* **Motion made by Chris Mills to renew Rae Bell's contract for another year with no changes, seconded by Pam Davis Ayes: Allen, Davis, Mills Noes: none Absent: Coons & Knowles Abstain: none ~ Motion carried.**

## **ANNOUNCEMENTS, NEXT MEETING DATE & AGENDA ITEMS**

The next regular meeting is scheduled for August 18, 2022 to be held at the Pike Firehouse

### **ADJOURNMENT:**

There being no further business before the board, the meeting was adjourned at 6:58 PM.

Respectfully submitted,

Rae Bell Arbogast  
Secretary



# 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 June 2022

Beginning Checking Account Balance \$ 8,705.06

### DEPOSITS

Date	From:	For:	Amount
6/30/2021	voided check # 2616 dated 3/15/2022 to Reibe's they were bought by Napa auto parts account got mixed up		\$ 41.64

Deposits Total \$ 41.64

### EXPENDITURES

Ck #	Date	To:	For:	Amount
EFT	5/2	PG&E	(detail below)	\$ 548.12
			PG&E Allegheny Firehouse Station 1	\$ 108.23
			PG&E Pike Firehouse	\$ 133.33
			Streetlights - Forest	\$ 18.51
			Streetlights - Allegheny	\$ 288.05
EFT	6/1	WA Credit Card	(detail below)	\$ 1,543.90
			firewise educational materials for April potluck to be reimbursed by County	\$ 382.53
			firewise potluck items that are not reimbursable (food, and ice)	\$ 49.66
			advertising costs for surplus trucks, Union paper \$94.50 craigslist \$15	\$ 109.50
			Allegheny station 1 mouse abatement traps and trash cans with lids	\$ 93.45
			Matheson graphics tshirts for first responders 13 for Pike FD and 8 for Allegheny FD includes art set-up	\$ 506.02
			toner for copy machine full set, had problem with 1 cartridge 3 spares cheaper to buy set	\$ 325.47
			Supply Cache, wildland jacket and pants on clearance sale Allegheny FD	\$ 77.27
EFT	6/7	NAPA auto parts	parts for water tender 6790	\$ 232.77
EFT	6/8	OCD Graffix	Truck decals for all Allegheny FD vehicles plus numbers for new truck	\$ 420.85

Expenditures/transfers Total \$ 2,745.64

Reserve Account Detail		
Contingency	\$	24,500.00
Allegheny Fire Unallocated	\$	3,000.00
Allegheny Dispatch Office	\$	700.00
Pike City Fire Unallocated	\$	10,000.00
Streetlights	\$	6,224.03
Pike City Firehouse	\$	3,064.76
Pike City Engines	\$	3,964.06
Allegheny Firehouse	\$	14,409.37
Allegheny Engines	\$	
Interest Earned	\$	15.11
<b>Reserve Account Total</b>	<b>\$</b>	<b>65,877.33</b>

Note: Reserve accounts are not caught up for fiscal year ending 6/30/2022

Ending Checking Account Balance \$ 6,001.06

Starting Savings account balance \$ 30,048.11

Transfer from checking

interest earned \$ 2.02

Ending Savings Account Balance \$ 30,050.13

General Fund (accounts listed above) Total \$ 36,051.19

Reserve account Starting Balance \$ 65,872.27

\$ 5.06

Reserve account Ending Balance \$ 65,877.33

Report prepared by Rae Bell, Treasurer

Total ALL FUNDS \$ 101,928.52

Verified against bank statement and QB balances by: X

Name Printed

Note: Savings and Reserve account reconciled quarterly.

title



# Pliocene Ridge Community Services District

Serving the Communities of Allegheny, Forest City and Pike City  
 100 Pike City Road  
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## Treasurer's Report for July 2022

Beginning Checking Account Balance \$ 6,001.06

### DEPOSITS

Date	From:	For:	Amount
7/5	Savings	to cover expenses	\$ 13,000.00
7/12	James Blanton Jr	Donation	\$ 50.00
7/26	\$567.54 firewise admin from title III \$, \$6,000 for sale of old engine 7180, \$4,272.61 CDF 50/50 grant \$		\$ 10,840.14

**Deposits Total \$ 23,890.14**

### EXPENDITURES

Ck #	Date	To:	For:	Amount
EFT	7/1	PG&E	(detail below)	\$ 443.74
			PG&E Allegheny Firehouse Station 1	\$ 52.97
			PG&E Pike Firehouse	\$ 100.68
			Streetlights - Forest	\$ 18.59
			Streetlights - Allegheny	\$ 271.50
EFT	7/1	WA Credit Card	(detail below)	\$ 1,657.11
			Mar-key lock for container at Pike Firehouse	\$ 103.71
			Fuel Pike City FD	\$ 112.66
			Post office mail forwarding fee	\$ 3.30
			BLM Supply cache wildfire response incident guide (qty 18) both fire depts.	\$ 115.72
			DMV registration fees for new Allegheny engine 7180	\$ 1,321.72
EFT	7/1	OCD Graffix	additional decals for new engine 7180	\$ 213.48
2630		VOIDED		
			1 set structure turnouts and boots for Allegheny FD, One set EMS turn-outs for	
2631	7/5	Cascade Fire Equipment	Pike FD 50% to be reimbursed on CDF grant	\$ 6,628.97
2632	7/5	Golden State RMA	Annual insurance premium	\$ 7,443.00
2633	7/5	Mountain Messenger	Surplus sale advertising for trucks	\$ 159.04
2634	7/5	Rae Bell Arbogast	3 mos. District admin ending 6/30/2022	\$ 600.00
780	7/22	Matheson Graphics	First responder tshirts \$299.38 Pike FD \$246.16 Allegheny FD	\$ 545.54
			\$6,000 for old engine 7180 minus DMV fees of \$1,321.72 for new engine 7180	
	7/29	transfer to Allegheny vehicle fund	& \$89.50 adv. costs split 3 ways between 3 surplus engines	\$ 4,588.78
781	7/30	Allegheny County Water Dist.	Water Station 1 in Allegheny, paid full fiscal year through 6/30/23	\$ 524.00

**Expenditures/transfers Total \$ 22,803.66**

Reserve Account Detail	
Contingency	\$ 24,500.00
Allegheny Fire Unallocated	\$ 3,000.00
Allegheny Dispatch Office	\$ 700.00
Pike City Fire Unallocated	\$ 10,000.00
Streetlights	\$ 6,224.03
Pike City Firehouse	\$ 3,064.76
Pike City Engines	\$ 9,024.56
Allegheny Firehouse	\$ 14,409.37
Allegheny Engines	\$ 4,588.78
Interest Earned	\$ 15.11
<b>Reserve Account Total</b>	<b>\$ 75,526.61</b>

Note: Reserve accounts are not caught up for fiscal year ending 6/30/2022

<b>Ending Checking Account Balance</b>	<b>\$ 7,087.54</b>
<b>Starting Savings account balance</b>	<b>\$ 30,050.13</b>
Transfer to checking	\$ (13,000.00)
transfer to funds for sale of Pike's 1968 truck less adv costs of \$89.50	\$ (5,060.50)
interest earned	
<b>Ending Savings Account Balance</b>	<b>\$ 11,989.63</b>
<b>General Fund (accounts listed above) Total</b>	<b>\$ 19,077.17</b>
<b>Reserve account Starting Balance</b>	<b>\$ 65,877.33</b>
from savings for surplus sales Pike (see above)	\$ 5,060.50
transfer from checking for surplus sales (see above)	\$ 4,588.78
<b>Reserve account Ending Balance</b>	<b>\$ 75,526.61</b>

Report prepared by Rae Bell, Treasurer

**Total ALL FUNDS \$ 94,603.78**

Verified against bank statement and QB balances by: X

Name Printed

Note: Savings and Reserve account reconciled quarterly.

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Staff report for meeting date 8/18/2022

Prepared by Rae Bell – *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:** biannual conflict of interest code review docs from Sierra County, \$50 donation from James Blanton, Jr., Notice of credit increase from credit card company (was \$15,000 now is \$17,400), building permit for electrical installation for sign at Pike Firehouse

**Outgoing:** get well card to VP Bruce Coons, signed biannual conflict of interest code review doc returned to Sierra County, electronic sign building permit fee waiver request sent to Sierra County BOS, Thank you card to James Blanton Jr. for \$50 donation, USFA Fire Dept. registry annual update submitted, updated Salary Survey sent to State OES

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

- NFIRS (National FIRE Incident Reporting System) – still no update, keeping this as a placeholder.
- Signage for firehouses (placeholder) nothing new to report.
- Fire Risk Reduction Communities List, as reported last spring: The state is putting together a program to prioritize grant funding recipients based on legislation passed a couple of years ago. Entities on the newly created Fire Risk Reduction Communities List will have an advantage when applying for specific types of funds. **PLIOCENE RIDGE CSD MADE THE LIST!** Only 27 entities in the entire state made the list on its inaugural publication. Our participation in the firewise communities and due diligence on the paperwork is what made this possible. Hopefully we can take advantage of the opportunity it provides to secure grant funding.

**Agenda item 4. b) 6 Firewise Communities** – An update was typed for the Pike Community Support Foundation's most recent newsletter – All firewise expenses and my time through June 30, 2022 (end of the fiscal year) were submitted to Sierra County for reimbursement and it was paid. Total \$567.54 (see July deposits). All work submitted to-date by community members has been entered in the online portal for each community along with the public outreach that has been done. Both communities have exceeded the minimum requirements to renew with Firewise USA for calendar year 2022.

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

I am actively working with the Sierra Business Council again to try and take advantage of their partnership with PG&E for energy efficient upgrades for public entities. The Sierra Business Council acts as a liaison between PG&E and independent providers of the upgrades. The first company that we tried didn't work out very well, and the person who I was working with, with the Sierra Business Council moved onto another job. Hopefully we aren't back at square one and can utilize the information already provided to the other independent contractor. The project previously identified is looking into installing mini-split pump heaters in the Rescue Engine Bay in Pike and at Station 1 in Alleghany.

Ned can provide an update on the new metal siding for Station 1 in Alleghany.

Status of building permit for making the rescue bay at the Pike Firehouse ADA compliant. Report to be provided at meeting.

#### **Agenda item 4. b) 8 Pending Grants**

- ❖ CDF 50/50 grant for Fiscal year 21/22 – The hose and one set of turn-outs arrived in June. (Items were ordered in February!) Invoice in the amount of \$4,272.61 was submitted to CDF and paid in July. We are still waiting for the EMS turn-outs, but they have been paid for.
- ❖ CDF 50/50 grant for Fiscal year 22/23 – An application for equipment for 10 hose packs was submitted timely. This will be split 50/50 between both depts. if awarded. Notifications of award or denial usually go out in August. Total projected cost \$10,328. (half to be paid by CDF)

#### **Agenda item 5. a)3 Surplus Truck Sales**

The sale of the 1968 Structure Truck from Alleghany and the 1971 International Brush Engine from Pike are not completed as of this writing (8/15).

As reported in June, the 1968 Structure Truck from Alleghany (old 7180) was listed on the govdeals.com website after it failed to sell utilizing classified ads and craigslist. It was listed on govdeals for 2 weeks with a minimum reserve of \$10,000 then for two weeks with a minimum reserve of \$7,500. In both instances the maximum bid was \$5,000. One of the earlier bidders then offered PRCSD \$6,000 with a June 24<sup>th</sup> expiration date. After consulting both the PRCSD resolution made to sell the trucks and the auction site which specializes in government sales, it was determined that district management could accept the offer of \$6,000 without having to call a special meeting. A bill of sale was issued to the buyer after the check was deposited in July. The purchasing party has not set a date to get the truck yet, but either Ned Cusato or Bob Hale will meet with the buyer once a date is set. All the equipment has been removed from the truck and it is ready to go.

The party that purchased the 1971 international that is parked in Jim Buckbee's yard has not had an opportunity to pick it up. In June Jim told them to send the money and if we got that, there was no hurry to pick up the truck. A check was mailed to PRCSD on June 23<sup>rd</sup> and the buyer went on a 4 week vacation the same day that he mailed it. A month went by and no check. I contacted the person and when he got back from vacation on July 28<sup>th</sup> he called me and said that the check had not been returned at his end either. He mailed a new check and put a stop payment on the old check. Amount paid \$2,267.89

Well, the first check dated June 23<sup>rd</sup> arrived the following Tuesday August 2<sup>nd</sup>! The second check finally arrived later that week, and it was deposited on August 12<sup>th</sup> along with PRCSD's 3<sup>rd</sup> and final tax instalment from the County for Fiscal Year 21/22.

**THE FUNDS MASTER SHEETS** will be updated and included in next month's meeting packets. (I cannot finish the fiscal year until the final check from the county arrives, to calculate the changes to the streetlight fund).