



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

### Board of Directors

Date: Thursday January 21, 2021 6:30 pm

Held via conference call due to Covid-19 concerns

**1. CALL TO ORDER:** The meeting was called to order at 6:30 pm by President Guyer. Board members present Daniel Guyer, Larry Allen, Grace Knowles and Chris Mills. Director Bruce Coons joined the meeting after the consent calendar was approved. Also present were District Chief Chris Dorn and Alleghany Assistant Chief David Arbogast, PCVFD non-profit President Roland Robertson & Treasurer Denise Ruane, Public present: Vicky Tenney. Secretary Rae Bell Arbogast was present and took the minutes.

[Note: the three board members with terms that expired in December of 2020 were reappointed by the Board of Supervisors on December 15, 2020. All three (Bruce Coons, Grace Knowles and Chris Mills) took their oath of office prior to the meeting. Larry Allen was appointed on January 19, 2021 by the Board of Supervisors to fill the vacant seat last occupied by Wayne Babros. Larry was sworn in by the Sierra County Clerk's office on Jan 21st.]

President Guyer welcomed Larry Allen to the board.

**2. CONSENT CALENDAR:** A motion was made to approve the consent calendar by Grace Knowles 2<sup>nd</sup> by Chris Mills Ayes: Guyer, Knowles, Mills Nays: none Absent: Coons Abstain: Allen (minutes only) Motion carried.

**3. PUBLIC COMMENT:** None

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

#### **a) Correspondence**

Incoming: Christmas cards from NSJ Fire District, Golden State Risk Management Authority and Boden Kleen & Sneesby, letter from NORCAL EMS re: Approval to Provide AED services, Audit opinion letter from Boden, Kleen & Sneesby.

Outgoing: Request to the Calif. Dept of Health for Naloxone (nasal spray) via a grant program that they administer, thank you letter to Cindy Gustafson and Wally Auerboch for the donation of a Stop the Bleed Kit valued at \$1,025 to be used for firefighter training, letter to Yuba Water Agency requesting a surplus vehicle.

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

*1. Station 71 Chief's report:* ~ David Arbogast reported that there had been 3 medical calls since the last board meeting. One was a transport to meet with SNMH ambulance, one was a stand-by and one was cancelled. The ambulance was taken to the mechanic because of difficulty with getting it out of 4-wheel drive. The mechanic was able to get it out and explained that it is just difficult and provided a few suggestions. They did check the front end and replaced the sway bar bushings which made a noticeable improvement when driving. They also did an oil change and lube while it was there.

*2. Station 67 Chief's report* ~ Chief Dorn reported that in addition to the calls mentioned by David, the Pike Fire Dept. had been on several mutual aid calls to Camptonville and North San Juan. He is working on the purchase of a vehicle from North San Juan and it is looking promising.

3. *AVFD Inc. Non-Profit Corp:* ~ Vicky Tenney stated that she had attended their last meeting and they are in a holding pattern waiting on the MOU to come back from the attorney.

4. *PCVFD Non-Profit Corp: report* ~ President Roland Robertson reported that they also are waiting for the MOU and not much else has been going on.

5. *Firewise Community Certification Project* ~ Rae Bell reported that she needs to follow up with the Nevada County Firewise people to see where they are with the application. She did talk to a CDF forester about the rules for tree removal around structures and along roadways. Trees can be removed within 150 feet of a structure for fire clearance without requiring a permit. Tree removal along roadways does not require a permit if the trees are not to be sold or traded. Dan Guyer is knowledgeable about the requirements if the trees are going to a mill and explained the process which is not too difficult provided the quantity is under 25,000 board feet. Otherwise, a timber harvest plan is required.

6. *Risk Manager Report:* No report.

7. *Board Member/Staff reports:* Rae Bell reported that she had tallied the 2020 runs and there were 45 calls for the year. Of those 45 calls 20 were mutual aid calls outside of the district's boundaries. (25 within the district's boundaries for the year)

Twelve of the 45 calls were medical or trauma calls and the rest were either vegetation fires, smoke checks, power lines down or things of that nature.

The breakdown by fire department is as follows: the Pike Fire Department responded to 41 calls and Alleghany Fire Dept responded to 12 (both responded to 8 of the 45 calls).

She also reported that on Dec. 29<sup>th</sup> 7 of the district's first responders were vaccinated for Covid-19 and one other person was vaccinated the following week. The second doses will be starting next week. (it is a two dose vaccine)

## **5. ACTION ITEMS**

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

1. *Bylaws-Policies* After a brief discussion it was decided to go with the bylaw clarification that adds a stand-alone item about complaints to Article II. **The motion was made by Bruce Coons 2<sup>nd</sup> by Grace Knowles Ayes: Allen, Coons, Guyer, Knowles, Mills Nays: none Absent: none Abstain: none Motion carried.**

2. *Firehose projects and ADA compliance:* There was no new information on either project (Pike or Alleghany) since the last meeting. Rae will follow up with Bruce Boyd about the Pike Firehouse project.

3. *Pending grants:* Fireman's assistance grant PCVFD non-profit: Roland and Denise reported that they are ready to make the purchase of two sets of turn-outs but need measurements. Chris Dorn stated that a Cascade Fire rep. was coming on the following Monday to take measurements.

Rae Bell reported that the district is ready to make the purchase of four sets of turn-outs for Alleghany via the same grant (CDF Fireman's assistant grant).

She also reported that she recently discovered that the rope harnesses from the 2016 Homeland security grant administered by the County had not been received. She will follow-up with Lee Brown on that.

She did follow-up with Lee Brown on the Homeland Security grant for the additional siren in Allegheny and Lee needs to know exactly where it is going to go to complete the federal paperwork. Lee suggested that a test be conducted to figure out the best place for it.

Vicky Tenney wanted to know if there was a way to make sure that dispatch could turn the new siren on and off. She stated that the siren at Station 1 in the Plaza does not turn off by itself. Rae will check with Banner communications to see if they can fix it. Dispatch is supposed to be able to both start and stop the sirens remotely.

4. *Status of attorney consult re: MOU and request for clarification on procedures for communicating with the attorney.* Rae Bell explained that a request had been made for all MOU committee members be cc'd on all attorney email correspondence in November. She did not think that she has the authority to decide to do that. After discussion it was decided by consensus that once the attorney returns something the committee will reconvene to discuss whatever he provides and go from there. She is authorized to include all MOU committee members on all attorney correspondence related to the MOU. Future questions for the attorney will be decided by the committee and/or boards.

#### b) *New Business*

1. *Appoint Officers for 2021* After a discussion it was decided to keep the existing slate of Officers for another year: Daniel Guyer, President, Bruce Coons Vice President, Rae Bell Arbogast Secretary & Treasurer. **The motion was made by Chris Mills 2<sup>nd</sup> by Larry Allen Ayes: Allen, Coons, Guyer, Knowles, Mills Nays: none Absent: none Abstain: none Motion carried.**

2. *Accept donation of equipment from PCVFD non-profit for insurance purposes.* Total value \$9,256.30 [purchased via the CDF Fireman's Assistance 50/50 grant]. Dan Guyer stated that the board gratefully accepts this donation and wanted to thank Roland and Denise for their efforts. **The motion was made by Chris Mills 2<sup>nd</sup> by Larry Allen Ayes: Allen, Coons, Guyer, Knowles, Mills Nays: none Absent: none Abstain: none Motion carried.**

3. *Review and accept audit results and opinion letter from auditors for fiscal year 19-20* **The motion to accept the audit results was made by Larry Allen 2<sup>nd</sup> by Grace Knowles 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 February 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 7:16 PM.

Respectfully submitted,

Rae Bell Arbogast  
Secretary