



## 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 November 16, 2023, 6:30 pm

Location: Pike City Firehouse AND

VIA Phone Conference available for non-board members 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 September 21, 2023 and the Special meeting held on October 29 2023 c) Ratify Treasurer's report & bill payments for September and October 2023.

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' reports  
3. AVFD non-profit corp.  
4. Pike Community Support Foundation  
5. Board Member/Staff Reports  
6. Firewise Communities  
7. Firehouse Projects & ADA Compliance ~ Planning Committee Report  
8. Pending Grants – None

#### 5. DISCUSSION and POSSIBLE ACTION ITEMS:

- a) Unfinished business:  
1. Appoint Risk Manager per policy #1030  
2. Status of Pike City FD Rescue Truck  
3. Status of conversion of ambulance 7145 to alternate transport vehicle Rescue 7145.  
b) New business  
1. WE GOT THE WATER TENDER! The board needs to decide which fire funds will be used to cover the \$30,000 price tag.  
2. Authorize Treasurer to apply for USDA Vehicle reimbursement grant by deadline. Hopefully both trucks will have been purchased by then.  
3. Adopt meeting calendar for 2024 (NOTE the district will be 20 years old next year!)  
4. Accept audit results for fiscal year 2022/2023

7. ANNOUNCEMENTS, NEXT MEETING DATE & AGENDA ITEMS ~ No meeting scheduled for December. See you next year!

#### 8. 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](mailto:plioceneridge@gmail.com) specifying your disability and the format in which you would like to receive this agenda and future agendas. SEND AN EMAIL TO [plioceneridge@gmail.com](mailto:plioceneridge@gmail.com) to be added to the email list for meeting notices.



**MINUTES of the Regular Meeting of the  
Pliocene Ridge CSD Board of Directors  
Date: Thursday September 21, 2023 Time: 6:30 pm  
Location: Pike City Firehouse.**

**1. ESTABLISH QUORUM, CALL TO ORDER, FLAG SALUTE:** The meeting was called to order at 6:04 pm by President Larry Allen. **Flag Salute.** Present: Board members, Larry Allen, Bruce Coons, and Pam Davis. Chris Mills arrived after the consent calendar was adopted and left after agenda item 3. Grace Lundeen notified the Secretary in advance that she could not attend due to illness. Also in attendance: Chief Dorn and Alleghany Assistant Chiefs David Arbogast and Ned Cusato, Downieville Fire Protection District President Frank Lang and EMT/Dispatcher Stephanie Aufdermaur. Public present: Vicky Tenney. Pliocene Ridge CSD Secretary Rae Bell Arbogast took the minutes.

**2. CONSENT CALENDAR:**

Approval of current Agenda, Minutes for regular meeting held August 17, 2023 and the Treasurer's report for August 2023 **A motion was made to approve the consent calendar by Bruce Coons, seconded by Pam Davis Ayes: Allen, Coons, Davis, Noes: none Absent: Lundeen & Mills Abstain: none ~ Motion carried.**

**3. UPDATE ON AMBULANCE MOU:** Downieville FPD President Frank Lang wanted to follow-up in person on the MOU. He provided a brief history of the agreement for the ambulance in Alleghany. The most recent development was that the Sierra County Board of Supervisors and Service Area 2 did not want to be involved in the new agreement. He stated that NORCAL EMS had inspected the ambulance in Alleghany in early August and the ambulance was in good order. There was concern over some reporting deficiencies but nothing that couldn't be worked out. Another draft agreement was provided with the understanding that PRCSD would place an action item on the next meeting agenda after everyone had time to read it.

**4. PUBLIC COMMENT** None

**5. INFORMATION/DISCUSSION ITEMS**

*a) Correspondence: Email topics (in & out):* Van Maddox Sierra County Auditor re: Streetlight budget figure and budget in general, Sierra County Clerk-Recorders office re: Brown Act and remote meetings, Frank Lang re: ambulance MOU, Golden State Risk Management Authority (Insurance Carrier) re removal of one of the vehicles sold last year from the policy and correction of the Pike non-profit's name (their program reverted it back to the old name with the renewal docs), Blain Boden re: audit, Mountain Messenger re: budget hearing notice, Jim Buckbee re: Forest Service Loaner vehicle 6770 (have been trying to return it for over a year, it is still on our insurance until they take it back), NFIRS re system availability, John Pekarek of Banner Communications re: additional siren for Alleghany, Chris Mills and Chief re: Risk Manager Position, Roland Robertson & Denise Ruane re: Russell Davidson as potential person to help with Pike Firehouse analysis.

*b) Committee/Member/Business Reports:*

*1. Chief's Report* ~ Chief Dorn reported that it's been quiet which is good on the one hand but not good for firefighter training as we learn best by doing. Have one firefighter Cameron Shay taking the EMT class in Downieville. Cameron has also joined the North San Juan Fire Dept.

*2. Assistant Chief's Report:* Ned Cusato reported that there was a response for a smoke check near Alleghany recently that turned out to be a water dog.

3. *AVFD non-profit corp:* ~ Rae Bell reported that she had submitted a request to the Board of Equalization (BOE) last May to find out if there were any audit findings because nobody seemed to have any information about it. A response finally arrived at the beginning of September stating that they hadn't gotten any response from two previous information requests that were sent to AVFD. The BOE was looking for two-year's worth of financial statements which Rae Bell mailed to them by certified mail.

4. *Pike Community Support Foundation* ~ No report.

5. *Board Member/Staff Reports* ~ Secretary/Treasurer's Report provided in writing. Streetlight manager Bruce Coons reported that a light in Alleghany that had been obliterated by a falling tree last winter had been replaced. The one in Forest City has been a bone of contention as PG&E can't seem to figure out where it is, even though they have been told multiple times.

6. *Firewise Community Projects* ~ Rae Bell reported that she has been trying to get one of the firesafe counsel's trailers to the area.

7. *Firehouse Projects & ADA Compliance:*~ No report.

8. *Pending Grants:* None.

## **6. ACTION ITEMS**

### **a) Unfinished Business**

1. Appoint Risk Manager. Nobody volunteered. Chris Dorn will ask at training to see if anyone might be willing to do it.

### **b) New Business**

1. *Public Hearing for final budget adoption: Opened at 7:07 PM closed at 7:08 PM with no comments or questions. A motion was made to adopt the Fiscal year 23/24 Final Budget as presented by Bruce Coons, seconded by Pam Davis Ayes: Allen, Coons, Davis, Noes: none Absent: Lundeen & Mills Abstain: none ~ Motion carried.*

2. *Approval for staff to pursue grant funding for additional siren in Alleghany. Motion made by Bruce Coons, seconded by Pam Davis Ayes: Allen, Coons, Davis, Noes: none Absent: Lundeen & Mills Abstain: none ~ Motion carried.*

3. *Rescind changes to the bylaws adopted on June 15, 2023 regarding remote meetings and confirm that the district opts to return to traditional Brown Act Rules which do allow telephone conferences. Motion made by Bruce Coons, seconded by Pam Davis Ayes: Allen, Coons, Davis, Noes: none Absent: Lundeen & Mills Abstain: none ~ Motion carried.*

4. *Consider adoption of mileage reimbursement option for Directors at IRS mandated rate. Article III of the Bylaws COMPENSATION Currently states the following:*

1. Board members shall serve as unpaid volunteers.
2. Board members may receive reimbursement of expenses incurred representing the District as directed by the Board.

**Propose adding item 3.** Board members may apply for mileage reimbursement at the IRS annual rate for board meeting attendance. Requests for reimbursement must be submitted in writing to the Treasurer and must include at minimum: Date and miles driven. All reimbursement requests for any given quarter must be submitted within 30 days of quarter-end. Older reimbursement requests will not be eligible for payment.

**Motion made by Bruce Coons to add item 3 as written above, seconded by Pam Davis Ayes: Allen, Coons, Davis, Noes: none Absent: Lundeen & Mills Abstain: none ~ Motion carried.**

*5. Authorization for the Treasure to bill 1/5 of the cost of her Quickbooks accounting subscription to PRCSD in addition to the 1/3 of the payroll module cost which is already billed to the district. Motion made by Bruce Coons, seconded by Pam Davis Ayes: Allen, Coons, Davis, Noes: none Absent: Lundeen & Mills Abstain: none ~ Motion carried.*

**7. ANNOUNCEMENTS, NEXT MEETING DATE & AGENDA ITEMS:** The next regular meeting is scheduled for October 19<sup>th</sup> in Alleghany. The ambulance MOU will be on the meeting.

**8. ADJOURNMENT:**

There being no further business before the board, the meeting was adjourned at 7:17 PM.

Respectfully submitted,  
Rae Bell Arbogast, Secretary



## MINUTES of the Special Meeting of the

Pliocene Ridge CSD Board of Directors

Date: Sunday October 29, 2023 1:00 pm

Location: Alleghany Firehouse station 2 and by telephone conference.

**1. ESTABLISH QUORUM, CALL TO ORDER:** The meeting was called to order at 1:00 pm by President Larry Allen. Present: Board members, Larry Allen, Bruce Coons (arrived late), Pam Davis, Grace Lundeen and Chris Mills. Also in attendance: District Chief Dorn and Alleghany Assistant Chiefs David Arbogast and Ned Cusato & Pike City Assistant Chief Jim Buckbee. Pike Community Support Foundation President Roland Robertson and Treasurer Denise Ruane (by phone). Sierra County Supervisor Lee Adams. Public present: Dawn & Dan Gomes (by phone) Burns & Vicky Tenney, and Sherri Lee Vierra. Pliocene Ridge CSD Secretary Rae Bell Arbogast was present and took the minutes.

**2. ALLEGHANY AMBULANCE ISSUE:** The current extension provided by NORCAL EMS for the agreement for Downieville FPD to house an ambulance in Alleghany, staffed by PRCSD personnel was due to expire on October 31<sup>st</sup>. Staff reported that since the last PRCSD meeting in September considerable time and consideration had been given to the idea of converting the ambulance into an alternate transport vehicle per NORCAL EMS Limited Transport Policy # 3007. This change would increase the district's ability to move medical patients to a higher level of care even when no EMT is available. Currently there are only two EMTs in the district. Staff's inquiry included a consultation with both the district's insurance company and NORCAL EMS. It was determined that the current insurance coverage covers emergency medical services, and no additional coverage would be needed. An agreement with NORCAL EMS would be needed.

After a long discussion including questions and answers, a motion was made to convert the ambulance into an alternate transport vehicle per Norcal EMS Policy # 3007 and to accept Downieville FPD's offer to transfer the vehicle with call number 7145 to PRCSD.

**Motion made by Chris Mills. Grace Lundeen seconded. Ayes: Allen, Davis, Lundeen, Mills.**

**Noes: none Absent: Coons Abstain: none ~ Motion carried.**

**3. PIKE CITY FD RESCUE TRUCK :** Staff explained that Rescue Truck 6740 had to be taken out of service four days prior due to engine problems. The two options for resolving the issue are to fix the current vehicle or find a replacement for it. There was a discussion about the idea of fixing it. The truck is a 1983 Chevy. It was estimated that it would cost about \$6,000 to have a new engine put in and it needs a new clutch as well. After further discussion staff was instructed to look for a suitable replacement vehicle and report back to the board with some numbers. In the meantime, Staff will find a "stop-gap" measure to deal with the situation.

**4. WATER TENDER BID** Prior to the break-down of 6740 as mentioned above, both the board and staff had determined that the highest priority for the district's fleet is to upgrade the water tender call # 6790. This vehicle is 47 years old and is called out more frequently than any other district vehicle, often being requested by surrounding local agencies. For over a year, Chief Dorn had his eye on one that he knew was scheduled to be surplus by the Peardale Chicago Park FPD. He recently learned that they are taking sealed bids with a minimum bid of \$20,000 required.

On October 28th, Chief Officers Dorn, Buckbee and Cusato had gone to look at it and took it for a test drive. They reported that it is a little smaller than the current tender which is good as it is easier to

maneuver in tight places, such as the many back roads in our area. It is in excellent condition and has been well-maintained. Vintage 2005.

Chief Buckbee reported that he had been shopping used water tenders for several years and stated that all the similar ones that he had seen were going for from between \$45,000 and \$50,000. Older ones typically go for \$18,000 to \$20,000. The general consensus was to bid high so that this opportunity is not missed. Treasurer Rae Bell Arbogast reported that the district could apply for up to 75% reimbursement for the vehicle if it is purchased. While there is no guarantee that the grant would be awarded the district does qualify to apply.

**A motion was made by Chris Mills to authorize Chief Dorn to bid up to \$30,000 on the water tender known as Peardale-Chicago Park FPD Engine 57 and seconded by Grace Lundeen. Ayes: Allen, Coons, Davis, Lundeen, Mills. Noes: none Absent: none Abstain: none ~ Motion carried.**

**5. Letter of Support to PUC re undergrounding power lines** A motion was made by Bruce Coons and seconded by Pam Davis to authorize the Secretary to send a letter of support for PG&E's proposed project to move the power lines in our area underground. **Ayes: Allen, Coons, Davis, Lundeen, Mills. Noes: none Absent: none Abstain: none ~ Motion carried.**

**6. UPDATE ON PIKE CITY FIREHOUSE ALTERNATIVES ANALYSIS** Pike Community Support Foundation President Roland Robertson reported that they had a difficult time finding an engineer or architect willing help with the analysis with many unreturned phone calls and declinations. Finally, they have an Engineer named Russell Davidson working on it. They will be requesting a Planning Committee Meeting soon.

There being no further business before the board, the meeting was adjourned at 1:55 PM

Respectfully submitted,  
Rae Bell Arbogast, Secretary



# Piocene Ridge Community Services District

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

## Treasurer's Report for Sept 2023

**Beginning Checking Account Balance \$ 3,965.26**

### DEPOSITS

Date	From:	For:	Amount
<b>Deposits Total</b>			<b>\$ -</b>

### EXPENDITURES

Ck #	Date	To:	For:	Amount
EFT		PG&E		\$ 482.79
		Allegheny Firehouse		\$ 60.53
		Pike Firehouse		\$ 117.89
		Allegheny Streetlights		\$ 284.85
		Forest City Streetlights		\$ 19.52
2680	9/13	AT&T	phones	\$ 65.72
2681	9/13	The Mountain Messenger	budget hearing notice FY 23/24	\$ 17.00
2682	9/13	Sierra County Public Works		\$ 1,187.77
			7180 tire installation	\$ 967.03
			fuel Allegheny	\$ 220.74
<b>Expenditures/transfers Total</b>			<b>\$ 1,753.28</b>	

Reserve Account Detail		
Contingency	\$	24,500.00
Allegheny Fire Unallocated	\$	8,000.00
Pike City Fire Unallocated	\$	19,950.00
Allegheny Firehouses	\$	11,409.37
Pike City Firehouse	\$	3,064.76
Allegheny Fleet	\$	4,588.78
Pike City Fleet	\$	11,202.95
Allegheny Dispatch Office	\$	700.00
Streetlights	\$	8,213.38
Interest Earned	\$	6.90
<b>Reserve Account Total</b>	<b>\$</b>	<b>91,636.14</b>

<b>Ending Checking Account Balance</b>	<b>\$ 2,211.98</b>
<b>Starting Savings account balance</b>	<b>\$ 33,996.26</b>
transfer to FUNDS	\$ (1,062.44)
interest earned	\$ 2.60
<b>Ending Savings Account Balance</b>	<b>\$ 32,936.42</b>
<b>General Fire Fund (accounts listed above) * see note below.</b>	<b>Total \$ 35,148.40</b>
<b>All Fire Funds (including reserves)</b>	<b>\$ 118,571.16</b>

\* Note, the general fire fund is used to pay the streetlights during the year, but the light's net gain or loss is either added to or subtracted from the Streetlight reserve fund after the books are closed-out each year.

Report prepared by Rae Bell, Treasurer

<b>Reserve account Starting Balance</b>	<b>\$ 90,566.80</b>
transfer for FY 22-23 catch up	\$ 1,062.44
interest earned	\$ 6.90
<b>Reserve account Ending Balance</b>	<b>\$ 91,636.14</b>

Verified against bank statement and QB balances by: X

Name Printed

Note: Savings and Reserve account reconciled quarterly.

title

**Total All Funds \$ 126,784.54**



# Pliocene Ridge Community Services District

Serving the Communities of Allegheny, Forest City and Pike City  
 100 Pike City Road  
 Pike City, CA 95960  
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## Treasurer's Report for October 2023

**Beginning Checking Account Balance \$ 2,211.98**

### DEPOSITS

Date	From:	For:	Amount
27-Oct	savings		\$ 2,000.00
<b>Deposits Total</b>			<b>\$ 2,000.00</b>

### EXPENDITURES

Ck #	Date	To:	For:	Amount
	10/24	PG&E		\$ 371.90
		Allegheny Firehouse		\$ 62.30
		Pike Firehouse		\$ 123.89
		Allegheny Streetlights		\$ 285.70
		Forest City Streetlights		\$ 19.57
		undercharge by online pay not sure what yet		\$ (119.46)
2683	10/27	AT&T	phones	\$ 128.44
2684	10/27	Calf Special Dist. Ass.	annual membership	\$ 226.00
2685	10/27	Rae Bell Arbogast	3 mos admin end date 9/30/2023	\$ 600.00
2686	10/27	Sierra County Public Works	Fuel Allegheny	\$ 98.39
EFT	10/1	WA Bank CC card	Postage for sending files to auditor	\$ 17.10
799	10/29	Chris Mills	Mileage reimburse 30 mile round trip Pike to Allegheny	\$ 19.65

**Expenditures/transfers Total \$ 1,461.48**

Reserve Account Detail	
Contingency	\$ 24,500.00
Allegheny Fire Unallocated	\$ 8,000.00
Pike City Fire Unallocated	\$ 19,950.00
Allegheny Firehouses	\$ 11,409.37
Pike City Firehouse	\$ 3,064.76
Allegheny Fleet	\$ 4,588.78
Pike City Fleet	\$ 11,202.95
Allegheny Dispatch Office	\$ 700.00
Streetlights	\$ 8,213.38
Interest Earned	\$ 6.90
<b>Reserve Account Total</b>	<b>\$ 91,636.14</b>

**Ending Checking Account Balance \$ 2,750.50**

**Starting Savings account balance \$ 32,936.42**

transfer to checking \$ (2,000.00)

interest earned

**Ending Savings Account Balance \$ 30,936.42**

**General Fire Fund (accounts listed above) \* see note below. Total \$ 33,686.92**

All Fire Funds (including reserves) \$ 117,109.68

**Reserve account Starting Balance \$ 91,636.14**

transfer for FY 22-23 catch up

interest earned

**Reserve account Ending Balance \$ 91,636.14**

Report prepared by Rae Bell, Treasurer

**Total All Funds \$ 125,323.06**

Verified against bank statement and QB balances by: X

Name Printed

\* Note, the general fire fund is used to pay the streetlights during the year, but the light's net gain or loss is either added to or subtracted from the Streetlight reserve fund after the books are closed-out each year.