



Pliocene Ridge Community Services District

Serving the communities of Alleghany, Forest City, and Pike City
100 Pike City Road, Pike City, CA 95960

Regular Meeting Wednesday, March 19, 2014, 6:30PM, Station 67 Pike City AGENDA

I ESTABLISH QUORUM, CALL TO ORDER, FLAG SALUTE

At a regular meeting, the board may take action upon an item of business not appearing on the posted agenda if, *first*, the board publicly identifies the item, and, *second*, one or more of the following occurs:

- A. The board by a majority vote of the full board decides that an emergency as defined I government code section 54956.5 exists; or,
- B. Upon a decision by a two-thirds vote of the board or, if less than two thirds, of the board members present, a unanimous vote of those present, the board decides that there is a need to take immediate action and that the need for action came to the attention of the District after the agenda was posted; or
- C. The item was posted on the agenda of a prior meeting of the board occurring not more than five calendar days prior to the date of this meeting, and at the prior meeting the item was continued to this meeting.

Members of the public shall be afforded an opportunity to address the Board on any Agenda items except closed session items. Reasonable time limits may be established. Government Code Section 11125.7. If you have any questions or require reasonable accommodations due to a disability, please contact the Board Secretary at 530-288-3326.

II APPROVAL OF AGENDA

III PUBLIC COMMENT

IV INFORMATION/DISCUSSION ITEMS

- A. Correspondence: M. Womack ; *letter from the Jo Krusts*
- B. Committee/Member/Business Reports:
 1. Station 71 Fire Chief Hale
 2. Station 67 Fire Chief
 3. Station 71 Auxiliary
 4. Station 67 Auxiliary
 5. Risk Manager: Dan Guyer
 6. Board Member Reports

V ACTION ITEMS

- A. Approval of Minutes of February 19, 2014 Regular Meeting
- B. Approval of Treasurer's Report dated February 28, 2014
Debit Card
- C. Unfinished Business:
 1. Status of Crown Engine Sale
 2. 14-053 Declaration of Surplus Property—7140 add info.
 3. Inventory: Fire Chiefs/Rae
 4. Board Training: Rae, Maris
 5. SOP Updates (Nov. 2013): Fire Chiefs
- D. New Business
 1. Loss Prevention Incentive Plan(LPIP) approval report due to GSRMA
April 7, 2014: Dan
 2. NORCAL Form #101C, Non Transport Qtrly Overview Report: Rae

VI NEXT MEETING AGENDA ITEMS Convene Budget Committee; Back up data from Treas., Fire Chiefs, Secty; RM/Safety Comm. Qtrly Mtg. 6PM, 4/16/14, Station 71, Alleghany

VII ANNOUNCEMENTS The next regular meeting of the PRCSD Board of Directors is scheduled for April 16, 2014, Station 71 Alleghany.

VIII ADJOURNMENT



Regular Meeting
Wednesday, March 19, 2014, 6:30PM, Station 71 Pike City
MINUTES

A quorum was established and the meeting called to order at 6:33PM by Pres. Wayne Babros. Board members present: M. Womack, W. Babros, B. Coons, D. Guyer, T. Buckbee. Also present: Chief Hale, Co Chief Tom Starr, Co Chief Jim Buckbee, Treasurer R. Arbogast, Supervisor Lee Adams. Flag salute.

APPROVAL OF AGENDA Moved by D. Guyer, seconded by T. Buckbee to approve as corrected. **Motion passed: 5 Ayes, 0 Nays, 0 Absent, 0 Abstain, 0 Vacant.**

PUBLIC COMMENT: None.

INFORMATION/DISCUSSION ITEMS

Correspondence: Letter from M. Jokerst re resignation from Camptonville Fire Chief position.

Committee/Member/Business Reports:

Station 71 Bob reported that the chief's rig is out of service—engine dies; 7140 off loaded all equipment but needs radios and light bar removed; 7180 in service; 7181 still being stocked and loading hose, needs logo. Attended area chief's meeting, operational plan is in the mail. Pay rate papers coming from CalFire.

Station 67 Working on the Community Wildland Prevention Plan to use for grant application. Rae to send revision for Alleghany to make grant request. MOU with N. San Juan, Camptonville, Pike City done. All trucks in service; inventory run; safety vests purchased, bit more expensive but are breakaway gear for added safety.

Auxiliary 71: Auxiliary planning annual gold show fundraisers on Father's Day weekend, June 15, 2014. They will do the luncheon and bake sale fundraisers.

Auxiliary 67: PCVFD has cemetery cleanup scheduled for May 3 (a rain date of 5/10), Ghoul Stew Oct. 18th and Christmas Potluck Dec 13th. MOU with N. San Juan, Camptonville, Pike City. All trucks in service; inventory run; safety vests purchased, bit more expensive but are breakaway gear for added safety.

Risk Manager: Met with Mark Marshall of GSRMA re LPIP.

Board Member Reports: No issues with streetlights. Tosha needs to complete mandated training AB1825 Harassment as of 3/12/12 and AB 1234 Ethics due expires 9/6/12. Lee Adams to check on date for county offered training. Sierra Co. Human Services offering 2 free 1st aid/CPR/AED training in Alleghany, 7pm, Tues., 3/23/14 or Fri., 5/2/14.

ACTION ITEMS

Approval of Minutes: Moved by B. Coons, seconded by D. Guyer to approve the minutes of Regular Meeting of February 19, 2014 as submitted. **Motion passed: 5 Ayes, 0 Nays, 0 Absent, 0 Abstain, 0 Vacant.**

Approval of Treasurer's Report: Moved by M. Womack, seconded by B. Coons to approve the Treasurer's Report of February 28, 2014. **Motion passed: 5 Ayes, 0 Nays, 0 Absent, 0 Abstain, 0 Vacant.**

Debit Card: No report.

Need to add Batteries Plus, Yuba City to our approved list of vendors. No objections.

UNFINISHED BUSINESS

Status of Crown Truck Sale: Jim has not received any on-line offers, no written offers received per Maris. Item is up for award at the April meeting.

Resolution 14-053 Declaration of Surplus Property—7140. Moved by B. Coons, seconded by T. Buckbee to approve resolution. **Motion passed: 5 Ayes, 0 Nays, 0 Absent, 0 Abstain, 0 Vacant.**

Inventory: Rae to have copy to Dan/Maris by Friday.

Board Training: Maris noted that GSRMA is willing to put on a training for the board and would like to make it regional. We noted in our LPIP that we would host a training and took points for it..... Rae has not had any further input from Lee Brown.

SOP Updates (Nov. 2013): Rae to check if Alleghany has any updates. Jim Buckbee decline to correct the address line on the PCVFD Standard Operating Guidelines of December 8, 2013.

mw

NEW BUSINESS

Loss Prevention Incentive Plan (LPIP) Report is due April 7, 2014 to GSRMA. Dan reviewed changes in procedure and input for the 201415 plan as follows: develop policy re third party claim; add Heat Injury and Illness protocols to IPP manual(trainings occurring, just not listed in manual); review district bylaws, policies, procedures; increase participation in GSRMA annual training; volunteer to host a regional training, board to participate in training program. Moved by M. Womack, seconded by T. Buckbee to approve the plan as outlined above.

Motion passed: 5 Ayes, 0 Nays, 0 Absent, 0 Abstain, 0 Vacant.

NORCAL Form #101C, Qtrly Review: Rae submitted form and noted there will be another next month. Item to be agendized.

NEXT MEETING AGENDA ITEMS: Bud. Comm. Mtg., Qtrly. Backup disk due from chiefs, treas., secty, RM/Safety comm. NORCAL rpt.

ANNOUNCEMENTS The next regular meeting of the PRCSD Board of Directors is scheduled for April 16, 2014, 6:30pm, Station 71 Alleghany. The Risk Management/Safety Committee will meet at 6PM, April 16, 2014 Station 71, Alleghany.

ADJOURNMENT Moved by D. Guyer, seconded by B. Coons. **Motion passed: 5 Ayes, 0 Nays, 0 Absent, 0 Abstain, 0 Vacant.** So ordered by President Babros at 7:35pm.

Respectfully submitted,

Maris Womack

Maris Womack
Secretary

Minutes adopted 6/16/14
Date mw
Initial
as submitted or changed



Pliocene Ridge Community Services District

Serving the communities of Alleghany, Forest City, and Pike City
100 Pike City Road, Pike City, CA 95960

March 19, 2014

Mr. and Mrs. Mark Jakerst

P. O. Box 163

Camptonville, CA 95922

Dear Charlotte and Mark,

Upon the occasion of your retirement.....

We, in the Pike City, Forest City, and Alleghany communities, are equal parts happy and sad. You will now have the time to dream new dreams, but our paths may not be as intertwined as they have been for the past two decades. The only obstacle left is your unfailing dedication to community. We hope you will enjoy the time to come, knowing that you have done a most outstanding job and contributed greatly to your communities. As much as you will be missed, we are grateful for the time and love you have given so freely, and we wish you both health and happiness as you travel this new road.

Your friends in the Pliocene Ridge Community Services District,

Wayne Babros

President

WB:mu



Pliocene Ridge Community Services District

Serving the Communities of Alleghany, Forest City, and Pike City
 100 Pike City Road
 Pike City, CA 95960

Treasurers Report cut off date: February 28, 2014

Beginning Checking Account Balance \$ 4,536.20

Deposits

Budget Line #	Date	From:	For:	Amount
				Deposits Total
				\$ -

Expenditures

Budget Line #	Ck #	Date	To:	For:	Amount
	2238	2/10	AT&T		\$ 30.46
6172.2				Phone Alleghany	\$ 14.50
6172.3				Phone Pike	\$ 15.96
	2239	2/10	Rae Bell Arbogast	Title 22 Class	\$ 320.00
7230				Compliance Alleghany	\$ 160.00
				Compliance Pike	\$ 160.00
7350	2240	2/10	Sierra County Public Wks	Nov. Fuel Alleghany	\$ 40.75
	OL	2/21	PG&E		\$ 626.19
6170.2				PG&E Alleghany	\$ 81.47
6170.3				PG&E Pike	\$ 157.21
9171.4				Streetlights - Forest	\$ 41.39
9170.4				Streetlights - Alleghany	\$ 346.12
8230	2241	2/11	Camptonville FD	Title 22 Class Sean Gray	\$ 80.00
8301	2242	2/20	Banner Communication	paggers program	\$ 50.00
7350	2243	2/20	SC Public Works	December Fuel Alleghany	\$ 51.86
7300	2244	2/20	Helman Inc.	7181 Equipment	\$ 442.03
6250.1	683	2/19	Postmaster	Stamps for Maris	\$ 49.00
	684	2/19	Jim Buckbee reimburse		\$ 284.53
6250.1				flash drive	\$ 9.66
6295.3				Pike Firehouse rep. & maint	\$ 88.58
8230			Compliance Pike	EMT recert & class	\$ 182.00
8300				tripper for time switch	\$ 4.29
				Expenditures Total	\$ 1,974.82

*Chief 67 Card	\$ 510.96
Chief 71 Card	\$ 510.82
Treasurer Card	\$ 1,000.00
	\$ 2,021.78

*not completely updated

Ending Checking Account Balance \$ 2,561.38

Starting Savings account balance \$ 14,986.31

transfer from checking

interest earned

transfer to Debit card \$ (529.95)

Ending Savings Account Balance \$ 14,456.36

Balance on Prepaid Cards & Debit Card Account \$ 2,021.78

General Fund (accounts listed above) Total \$ 19,039.52

Allocated Funds account Starting Balance \$ 21,094.79

interest earned

transfer to checking

Allocated Funds Ending Balance see budget sheet for detail \$ 21,094.79

Total ALL FUNDS \$ 40,134.31

Pliocene Ridge Community Services District
Profit & Loss Budget vs. Actual YTD only
 July 1, 2013 through March 9, 2014

	Jul 1, '13 -...	Budget	\$ Over Bu...	% of Budget
Ordinary Income/Expense				
Income				
4020.1 · Tax Revenue Fire	13,255.70	22,000.00	-8,744.30	60.3%
4030.1 · Donations Income District	0.00	0.00	0.00	0.0%
4030.2 · Donations Alleghany	0.00	0.00	0.00	0.0%
4030.3 · Donations Pike	1,627.84	2,988.41	-1,360.57	54.5%
4040.1 · Grants District	0.00	1,898.03	-1,898.03	0.0%
4040.2 · Grants Alleghany	510.11	0.00	510.11	100.0%
4040.3 · Grants Pike	414.87	1,360.57	-945.70	30.5%
4050.1 · Rent Income District	0.00	0.00	0.00	0.0%
4050.2 · Rent Income Alleghany	0.00	0.00	0.00	0.0%
4050.3 · Rent Income Pike	0.00	0.00	0.00	0.0%
4060.1 · Surplus Equip. Sales District	0.00	0.00	0.00	0.0%
4060.2 · Surplus Equip. Sales Allgny	0.00	0.00	0.00	0.0%
4060.3 · Surplus Equip. Sales Pike	0.00	0.00	0.00	0.0%
4070.1 · Emergency Services Income	0.00	0.00	0.00	0.0%
4071.2 · Mutual Aid Income- Alleghany	2,060.47	2,060.49	-0.02	100.0%
4071.3 · Mutual Aid Income- Pike	2,640.88	2,640.86	0.02	100.0%
4080 · Interest Income	6.44	0.00	6.44	100.0%
4082 · Other Income	114.66	0.00	114.66	100.0%
Total Income	20,630.97	32,948.36	-12,317.39	62.6%
Expense				
6000 · OVERHEAD EXPENSE CATEGORY				
6020 · Transition posting/suspense	0.00	0.00	0.00	0.0%
6140.1 · Contributions	0.00	0.00	0.00	0.0%
6160.1 · Dues and Subscriptions- Admin.	0.00	0.00	0.00	0.0%
6170.1 · PG&E				
6170.2 · PG&E Alleghany	438.38	750.00	-311.62	58.5%
6170.3 · PG&E Pike	919.64	1,000.00	-80.36	92.0%
6170.1 · PG&E - Other	0.00	0.00	0.00	0.0%
Total 6170.1 · PG&E	1,358.02	1,750.00	-391.98	77.6%
6172.1 · Telephone				
6172.2 · Telephone Alleghany	100.52	173.00	-72.48	58.1%
6172.3 · Telephone Pike	105.48	173.00	-67.52	61.0%
6172.1 · Telephone - Other	0.00	0.00	0.00	0.0%
Total 6172.1 · Telephone	206.00	346.00	-140.00	59.5%
6174.1 · Water				
6174.2 · Water Alleghany	432.00	432.00	0.00	100.0%
6174.1 · Water - Other	0.00	0.00	0.00	0.0%
Total 6174.1 · Water	432.00	432.00	0.00	100.0%
6176.1 · Propane				
6176.2 · Propane Alleghany	194.15	750.00	-555.85	25.9%
6176.3 · Propane Pike	0.00	0.00	0.00	0.0%
6176.1 · Propane - Other	0.00	0.00	0.00	0.0%
Total 6176.1 · Propane	194.15	750.00	-555.85	25.9%
6180.1 · Insurance				
6185.1 · Liability Insurance	1,392.00	1,392.00	0.00	100.0%
6190.1 · Vehicle Insurance	477.00	477.00	0.00	100.0%
6193.1 · Property Insurance	1,104.00	1,104.00	0.00	100.0%
6195.1 · Work Comp	2,741.00	2,741.00	0.00	100.0%
6180.1 · Insurance - Other	0.00	0.00	0.00	0.0%
Total 6180.1 · Insurance	5,714.00	5,714.00	0.00	100.0%
6230.1 · Fees/Compliance/Training	0.00	150.00	-150.00	0.0%
6235.1 · Bank Charges	16.85	0.00	16.85	100.0%
6250.1 · Postage, copies & office supply	121.15	200.00	-78.85	60.6%
6265.1 · County Administration Fee	2,594.77	2,800.00	-205.23	92.7%
6270.1 · Bookkeeping	277.50	750.00	-472.50	37.0%
6272.1 · Legal Fees	0.00	0.00	0.00	0.0%
6273.1 · Auditor Fees	2,000.00	2,000.00	0.00	100.0%
6275.1 · Board Development	156.69	0.00	156.69	100.0%
6280.1 · Property Assessments				
6280.2 · Solid Waste Fee Alleghany	77.94	68.00	9.94	114.6%
6280.3 · Solid Waste Fee Pike	140.30	122.00	18.30	115.0%

**Pliocene Ridge Community Services District
Profit & Loss Budget vs. Actual YTD only**

July 1, 2013 through March 9, 2014

	Jul 1, '13 -...	Budget	\$ Over Bu...	% of Budget
6280.1 · Property Assessments - Other	0.00	0.00	0.00	0.0%
Total 6280.1 · Property Assessments	218.24	190.00	28.24	114.9%
6295.1 · Building Repairs & Maint.				
6295.2 · Building Rep & Maint Alleghany	614.08	510.11	103.97	120.4%
6295.3 · Buildings Rep. & Maint. Pike	1,054.76	1,587.92	-533.16	66.4%
6295.1 · Building Repairs & Maint. - Other	0.00	0.00	0.00	0.0%
Total 6295.1 · Building Repairs & Maint.	1,668.84	2,098.03	-429.19	79.5%
6296.1 · Payroll Expense- Mutual Aide				
6296.2 · Payroll Expense Alleghany	960.68	1,049.63	-88.95	91.5%
6296.3 · Payroll Expense Pike	693.81	699.75	-5.94	99.2%
6296.1 · Payroll Expense- Mutual Aide - Other	0.00	0.00	0.00	0.0%
Total 6296.1 · Payroll Expense- Mutual Aide	1,654.49	1,749.38	-94.89	94.6%
6702 · Interest Expense	0.00	0.00	0.00	0.0%
6704 · Other Expenses	0.00	0.00	0.00	0.0%
6706 · Bad Debt Write-off	0.00	0.00	0.00	0.0%
6000 · OVERHEAD EXPENSE CATEGORY - Other	0.00	0.00	0.00	0.0%
Total 6000 · OVERHEAD EXPENSE CATEGORY	16,612.70	18,929.41	-2,316.71	87.8%
7000 · STATION 71 EXPENSES				
7230 · Compliance Alleghany	442.50	600.00	-157.50	73.8%
7300 · Small Equipment Alleghany	1,167.76	1,800.00	-632.24	64.9%
7301 · Equip. repair/maint. Alleghany	0.00	200.00	-200.00	0.0%
7350 · Fuel Alleghany	484.87	800.00	-315.13	60.6%
7630 · Vehicle Rep. & Maint. Alleghany				
7631 · 7140 Repairs & Maint.	0.00	0.00	0.00	0.0%
7632 · 7100 Repair & Maint.	487.41	0.00	487.41	100.0%
7633 · 7145 Repairs & Maint.	0.00	0.00	0.00	0.0%
7635 · 7150 Repairs & Maint.	63.71	0.00	63.71	100.0%
7637 · 7180 Repairs & Maint.	81.53	0.00	81.53	100.0%
7630 · Vehicle Rep. & Maint. Alleghany - Other	0.00	1,000.00	-1,000.00	0.0%
Total 7630 · Vehicle Rep. & Maint. Alleghany	632.65	1,000.00	-367.35	63.3%
7651 · Fixed Asset Expenditures Allgny	0.00	0.00	0.00	0.0%
7660 · Supplies Alleghany	125.33	300.00	-174.67	41.8%
7000 · STATION 71 EXPENSES - Other	0.00	0.00	0.00	0.0%
Total 7000 · STATION 71 EXPENSES	2,853.11	4,700.00	-1,846.89	60.7%
8000 · STATION 67 EXPENSES				
8230 · Compliance Pike	681.61	600.00	81.61	113.6%
8300 · Small Equipment Pike	4.29	1,860.57	-1,856.28	0.2%
8301 · Equip. repair/maint. Pike	279.23	500.00	-220.77	55.8%
8350 · Fuel Pike	197.42	800.00	-602.58	24.7%
8630 · Vehicle Rep. & Maint. Pike				
8631 · 6700 Repairs & Maint.	90.39	0.00	90.39	100.0%
8632 · 6760 Repairs & Maint.	0.00	0.00	0.00	0.0%
8633 · 6765 Repairs & Maint.	37.93	0.00	37.93	100.0%
8635 · 6770 Repairs & Maint.	0.00	0.00	0.00	0.0%
8637 · 6780 Repairs & Maint.	0.00	0.00	0.00	0.0%
8639 · 6790 Repairs & Maint.	0.00	0.00	0.00	0.0%
8630 · Vehicle Rep. & Maint. Pike - Other	0.00	2,000.00	-2,000.00	0.0%
Total 8630 · Vehicle Rep. & Maint. Pike	128.32	2,000.00	-1,871.68	6.4%
8651 · Fixed Asset Expenditures Pike	0.00	0.00	0.00	0.0%
8660 · Supplies Pike	201.09	300.00	-98.91	67.0%
8000 · STATION 67 EXPENSES - Other	0.00	0.00	0.00	0.0%
Total 8000 · STATION 67 EXPENSES	1,491.96	6,060.57	-4,568.61	24.6%
Total Expense	20,957.77	29,689.98	-8,732.21	70.6%
Net Ordinary Income	-326.80	3,258.38	-3,585.18	-10.0%
Other Income/Expense				
Other Income				
9020.4 · Tax Revenue Street Lights	2,652.28	5,004.30	-2,352.02	53.0%
9030.4 · Donations Streetlight Fund	0.00	0.00	0.00	0.0%

Pliocene Ridge Community Services District
Profit & Loss Budget vs. Actual YTD only
 July 1, 2013 through March 9, 2014

	<u>Jul 1, '13 -...</u>	<u>Budget</u>	<u>\$ Over Bu...</u>	<u>% of Budget</u>
Total Other Income	2,652.28	5,004.30	-2,352.02	53.0%
Other Expense				
9170.4 · PG&E Streetlights Alleghany	2,745.13	4,000.00	-1,254.87	68.6%
9171.4 · PG&E Streetlights Forest City	328.97	500.00	-171.03	65.8%
Total Other Expense	3,074.10	4,500.00	-1,425.90	68.3%
Net Other Income	-421.82	504.30	-926.12	-83.6%
Net Income	<u>-748.62</u>	<u>3,762.68</u>	<u>-4,511.30</u>	<u>-19.9%</u>

Forgot to print balma sheet portion
of YTD report.

Fund accounts same as last month.

No change.



**Pliocene Ridge Community Services District
County of Sierra, State of California**

Resolution No. 14-053 CORRECTED

WHEREAS, Vehicle 7140, a 1977 Ford Rescue VIN F26RC01177, CA license #E262579 is no longer serviceable within the constraints of funding available due to excessive repair and age;

NOW, THEREFORE BE IT RESOLVED, that Vehicle 7140 is declared surplus property; and

FURTHER, BE IT RESOLVED, that Vehicle 7140 shall be advertised for sale in the amount of \$500.00 or best offer. Offers shall be accepted until 6:00pm on May 21, 2014 and an award of sale shall be declared by vote of the Board of /Directors at its Regular meeting on May 21, 2014, 6:30pm at Station 67 Pike City. All monies received from the sale of this vehicle less any expense incurred in the sale shall be deposited in the PRCSD accounts and posted to the Alleghany Vehicle Fund account.

Adopted this 19TH day of MARCH 2014 at a Regular Meeting of the Pliocene Ridge Community Services District Board of Directors by the following vote:

AYES: _____
 NAYS: _____
 ABSENT: _____
 ABSTAIN: _____
 VACANT: _____

Maris Womack, Secretary

Date