



MINUTES of the Regular Meeting of the Pliocene Ridge CSD Board of Directors
Date Thursday Dec. 5th Time: 6:30 pm Location: Pike City Firehouse

1. ESTABLISH QUORUM, CALL TO ORDER, FLAG SALUTE: The meeting was called to order at 6:30 pm by President Chris Mills. **Flag Salute.** A moment of silence was held for Chief Dorn. Present: Board members, Grace Lundeen, Bruce Coons, Chris Mills and Burns Tenney. Director Pam Davis arrived at 6:46 pm. Also in attendance: Pike City Acting Chief Jim Buckbee, Alleghany Assistant Chiefs David Arbogast and Ned Cusato, Firefighters: Jamie Johnson and Chris King. Pike Community Support Foundation Treasurer Denise Ruane. Public: Nova Arbogast. Pliocene Ridge CSD Secretary Rae Bell Arbogast was present and took the minutes.

2. CONSENT CALENDAR:

Approval of current Agenda, Minutes of the regular meeting held October 14, 2024, and the Treasurer's reports for October and November 2024. **A motion was made to approve the consent calendar by Bruce Coons and seconded by Grace Lundeen Ayes: Coons, Lundeen, Mills, Tenney Noes: none Absent: Davis (arrived late) Abstain: none ~ Motion carried.**

3. PUBLIC COMMENT: None.

4. INFORMATION/DISCUSSION ITEMS

a) *Correspondence Incoming* Customer update from Alleghany County Water District, Sympathy Card from Downieville Fire Dept and Dispatch, reminder from firewise USA re: annual renewal **Outgoing:** 3 letters to DMV requesting Firefighter Endorsements, Thank you and receipt for tax purposes to Caliber Collision for partial donation of Chief 67 Command Vehicle paint job.

b) *Committee/Member/Business Reports:*

1. *Chief's Report* ~ It was reported that there had been four calls since the last meeting. Two of them were airlifted out. A critical incident stress debriefing was held regarding the recent loss of Chief Dorn in a motorcycle accident. Graham Rice with the Forest Service and Jason and Angel Flores with the North San Juan Fire Dept attended.

Chief Dorn's service will be held on Sunday December 8th at noon at the Nevada City Elks Lodge. The Cal Fire Honor Guard will be brought in, then there will be an open mike. There will be seating for 160, it is a potluck with the family providing protein dishes.

2. *Assistant Chiefs' Report:* Above.

3. *Alleghany Fire Department Auxiliary:* ~ Auxiliary Secretary Rae Bell Arbogast reported that the non-profit is purchasing the flowers for Chief Dorn's service and is accepting donations to help cover the cost. The name change documents that were sent to the IRS via certified mail in May were never processed. The name change will be resubmitted with the 2024 tax filing due by May 15th. In the meantime, the bank account name is still Alleghany Volunteer Fire Dept. Their annual membership drive mailing will go out soon.

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

5. *Board Member/Staff Reports* ~ Director Tenney wanted to know why the Risk Manager wasn't in attendance.

6. *Firewise Community Projects* ~ Rae Bell reported that the annual renewal for both communities (Pike and Alleghany) had been completed in November and approved by Firewise USA.

7. *Firehouse Projects & ADA Compliance:* ~ Two items under New Business as "action items"

8. *Pending Grants* – One item under "unfinished business as an action item.

5. ACTION ITEMS

a) Unfinished Business

1. *Authorize staff to purchase a new rescue truck for the Pike City Fire Department and determine a spending cap. After a discussion a motion was made by Bruce Coons and seconded by Grace Lundeen to authorize staff to spend up to \$40,000 for new (used) rescue truck for the Pike City Fire Department. Ayes: Coons, Davis, Lundeen, Mills, Tenney Noes: none Absent: none Abstain: none ~ Motion carried.* It was noted that additional money may be needed to put the truck into service. USDA will reimburse the district \$22,300 after the vehicle purchase is made.

b) New Business

1. *Consider Updates to Policy 2030 Purchasing: After a discussion a motion was made by Burns Tenney and Seconded by Bruce Coons to approve the amendment as presented but removing the definition of "Management" at the top. Ayes: Coons, Davis, Lundeen, Mills, Tenney Noes: none Absent: none Abstain: none ~ Motion carried.*

2. *Accept Fiscal Year 23/24 Audit Report A motion was made by Bruce Coons and seconded by Burns Tenney to accept the audit report as presented. Ayes: Coons, Davis, Lundeen, Mills, Tenney Noes: none Absent: none Abstain: none ~ Motion carried.*

3. *Ratify Transfers from Contingency Fund to cover cash flow needs in Oct. and Nov. Motion was made by Burns Tenney and seconded by Bruce Coons. Ayes: Coons, Davis, Lundeen, Mills, Tenney Noes: none Absent: none Abstain: none ~ Motion carried.*

4. *Consider hiring a contractor to perform repair work at Station 1 in Alleghany. After a discussion Ned offered to help Rae Bell come up with a scope of work for the project so that she can try to get an estimate from a contractor. Construction Projects Policy # 1055 was reviewed.*

5. *Architect Services for Pike Firehouse Cost comparison. The Pike Firehouse Committee reported that they had met prior to the board meeting. The Committee recommended telling the architect to stop working on Option 2 (The new firehouse option) and stick with Option 1 to add the two-bay garage next to the Firehouse and bring the current firehouse into A.D.A. compliance. The Board agreed by consensus that this was a good idea. Denise Ruane will notify the architect.*

6. *Adopt 2025 meeting calendar. It was decided by consensus to stick with the 3rd Thursday of the month at 6:30 PM alternating between Pike and Alleghany. In October the First Responders will be asked to attend (trade their meeting night that week). No meeting will be scheduled for July or December.*

7. *Switch from Quarterly to Monthly payroll schedule. The treasurer explained that this would facilitate paying the firefighters who have money coming from the 2024 standby assignments and mutual aid calls. The fact that the secretary/treasurer is now an employee will provide at least a minimal payroll to run on months when the firefighters are not being paid. It was decided by consensus to authorize the schedule change.*

6. ANNOUNCEMENTS, NEXT MEETING DATE & AGENDA ITEMS:

The next regular meeting is scheduled for Thursday January 16, 2025 in Alleghany at Station 2. It was noted that this was 90-year old Grace Lundeen's final meeting as a board member because she is not renewing her term. There was a round of applause for her and many thanks and well-wishes.

7. ADJOURNMENT: There being no further business before the board, the meeting was adjourned at 7:09 PM.

Respectfully submitted,

Rae Bell Arbogast, Secretary