



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

Date: Thursday September 15, 2022 Time: 6:30 pm

Location: Pike City Firehouse and by conference call.

1. ESTABLISH QUORUM, CALL TO ORDER, FLAG SALUTE: The meeting was called to order at 6:33 pm by President Larry Allen. **Flag Salute.** Present:

Board members, Larry Allen, Bruce Coons, Pamela Davis and Chris Mills. Director Grace Lundeen was absent. Also in attendance: Alleghany Assistant Chiefs Ned Cusato and David Arbogast. Pike Community Support Foundation President Roland Robertson and Treasurer Denise Ruane. Public present: None. PRCSD Secretary Rae Bell Arbogast was on the conference call and took the minutes. (Others on the conference call were Bruce Coons and David Arbogast)

2. CONSENT CALENDAR:

Approval of Agenda, Minutes for regular meeting held June 16, 2022 and Treasurer's reports for June, July and August 2022. **A motion was made to approve the consent calendar by Chris Mills, seconded by Pam Davis Ayes: Allen, Coons, Davis, Mills Noes: none Absent: Lundeen Abstain: none ~ Motion carried.**

3. PUBLIC COMMENT: none

4. INFORMATION/DISCUSSION ITEMS

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, thank you letter and receipt to AK & CM Jennings Foundation for \$3,000 donation to the Pike City Fire Department, Letter of Support CA Resilience Challenge Sierra Business Council & Sierra County.

b) Committee/Member/Business Reports:

1. & 2. Chief's Reports ~ Chief Dorn was on vacation. Alleghany Assistant Chief Ned Cusato provided the following update for both fire departments:

Calls: On the previous Saturday they found a car that had crashed into a tree near squirrel creek, they've had two preposition assignments for CDF within the district. One was for possible thunder strikes and the other was due to the extreme heat and fire danger. They also had a call for a fire on Lafayette Ridge which turned out to be for a fire on the Nevada County side of the Middle Yuba.

3. AVFD Inc. Non-Profit Corp: ~ No report. Roland asked if anybody had heard anything from them and Bruce Coons reported that his wife is on their board, and they should be meeting soon. Roland asked if the non-profit could please send a representative to the next PRCSD meeting to provide an update, since the MOU has been in limbo for months waiting to hear from them. Bruce said that his wife would come to the next PRCSD board meeting.

4. *Pike Community Support Foundation* ~ Roland Robertson reported that the bake sale on July 16th was a little disappointing but they earned \$391 in sales and donations. He wanted to thank Jim and Sandie Buckbee for setting up the tent and helping out.

The craft sale that was being planned for December has been cancelled due to a lack of interest. Board Member Grace Knowles retired, and they have two new board members: Hillary Alexander who will also be the secretary and Terry Neubert.

The electronic sign has been installed at the Pike Firehouse. Thanks to everyone who helped on that, especially Ned Cusato and Jim Buckbee.

5. *Board Member/Staff Reports* ~ written report provided, attached to these minutes.

6. *Firewise Community Projects* ~ Rae Bell reported that the Sierra County Board of Supervisors have a resolution on their next agenda to move forward with a fuels reduction grant application for Forest City.

7. *Firehouse Projects & ADA Compliance:*

Alleghany Station 1: No report.

Pike City Firehouse: Roland was concerned about the letter to the USDA regarding the Alleghany Firehouse Improvement Project, that possibly some planning had been done for the Pike City Firehouse, or that something was in the works that he did not know about. Rae Bell explained that the main purpose of the letter was to terminate the agreement for the funding for the Alleghany Firehouse Project and to explain why the district is not pursuing that project. Nothing specific has been planned for the Pike City Firehouse at this time, an alternatives analysis will be the first step. It will probably take years to develop a “shovel ready” project and grant funding will be needed to complete the project.

Regarding the short-term Pike City Firehouse project under consideration to convert the rescue engine bay into an ADA compliant meeting space: Rae Bell reported that she had sent a couple of emails to Christina Dorn but had not heard back. Christina is currently on vacation. Ned pointed out that the engine bay had been cleaned out and that was one of the first steps. Roland stated that the Planning Committee needs to hold another meeting.

7. *Pending Grants:* Report provided in writing.

5. ACTION ITEMS

a) *Unfinished Business*

1. *Bylaws-Policies* – The proposed amendment to the Streetlight Portion of the policy #2010 Reserve Funds was tabled until all board members have more time to read it.

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

3. *Surplus truck sales:* Report provided in writing.

b) New Business

1. Adopt final budget for Fiscal Year 22-23: Public hearing opened at 6:56, no public comment, Roland wanted to know what the public hearing was and how it is advertised. Rae Bell explained that a notice is published in the Mountain Messenger a minimum of 10 days before the meeting per the enabling legislation for CSDs. Larry pointed out that it is also included on the agenda which is posted at least 72 hours in advance, with all information is on the district website. Public hearing closed at 6:58 pm.

Motion made by Bruce Coons to adopt the final budget as presented, seconded by Chris Mills Ayes: Allen, Coons, Davis, Mills Noes: none Absent: Lundeen Abstain: none ~ Motion carried.

2. Independent audit engagement letter. The quote for the audit is \$3,100 barring any unforeseen circumstances. It was noted that this amount was included in the budget that was just adopted. **A motion was made to authorize Rae Bell Arbogast to execute the letter. Motion made by Chris Mills, seconded by Pam Davis Ayes: Allen, Coons, Davis, Mills Noes: none Absent: Lundeen Abstain: none ~ Motion carried.**

3. Letter to USDA Rural Development re: cancelling agreement for Alleghany Firehouse Improvement Project. **A motion was made to authorize Rae Bell Arbogast to execute the letter as presented. Motion made by Chris Mills, seconded by Pam Davis Ayes: Allen, Coons, Davis, Mills Noes: none Absent: Lundeens Abstain: none ~ Motion carried.**

4. Attempted fraud on district's banking account: It was reported that an attempt had been made by an unknown party to withdraw a little over \$8,000 from the district's bank account for a home depot credit card payment. After a discussion of the options it was decided by the board to change the bank account number, keeping all the signors and other information the same. It was explained that the bank requires a resolution and the next resolution number is 22-090. **A motion to adopt resolution #22-090 to change the bank account number on the district's checking account without changing the signors was made by Chris Mills, seconded by Pam Davis Ayes: Allen, Coons, Davis, Mills Noes: none Absent: Lundeen Abstain: none ~ Motion carried.**

6. ANNOUNCEMENTS, NEXT MEETING DATE & AGENDA ITEMS

The next regular meeting is scheduled for October 20, 2022.

7. ADJOURNMENT:

There being no further business before the board, the meeting was adjourned at 7:07 PM.

Respectfully submitted,

Rae Bell Arbogast
Secretary