



South Coast Fire Protection District

P.O. Box 334 Gualala, California 95445 (707)884-4700

Minutes from the Special Meeting on June 17, 2021

Location: 39215 Church Street, Gualala, California

1. Call to Order

The meeting was called to order at 6:12pm by Rick O'Neil acting as Chair in Pete Slunaker's absence.

2. Roll Call

Present: Directors Kevin Callanan, Rick O'Neil, Flavia de Oliveira

Absent: Chuckie Sorensen (who was not notified of the meeting), and Pete Slunaker

3. Public Expression – 3-minute limit

None.

4. Old Business – Knox Box for Commercial Use

The Knox box discussion was carried over from the last regular meeting. A decision needed to be made as to whether the district would just require new businesses to buy into the Knox box system, or also require established businesses. The cost to the consumer would be \$350.00 which would be paid directly to the vendor. Kevin asked for Jason's recommendation. He said he would definitely like to see the district require the boxes for new businesses, but he would like to see them in all businesses. He left it up to the board to decide whether to require the boxes for established businesses. The program would be administered through the fire inspection program.

Flavia made a motion to require all businesses within the District to purchase Knox boxes for their establishments within two years. Kevin seconded the motion. All approved. The motion passed.

Jason said that a resolution needs to be typed up for this measure. He would do some outreach to inform the business owners of this program.

5. New Business—Discuss/Action on 2021-2022 Budget; Benefits Package for the Chief

Jason got some numbers in from the County regarding our proposed income for the upcoming year. But with the looming costs of repair for our station and repaving needs, as well as equipment costs, annual tests and certifications on our apparatus pumps, SCBAs, ladders, etc., we are coming up with a negative number. Additionally, personnel costs have also risen. The bid we received for repaving the parking lot and adding handicap parking space—as required when we got the permit to do our addition—was \$70,000. Also, as a district, we are required to put between 7 to 12 percent of our budget into a reserve. None of these costs have been captured in the budget which already shows a negative number. A provision in our tax ordinance that was passed by the voters several years ago, allows the District to raise the tax allotment up to \$75 per benefit unit (which is currently at \$50). Jason estimates that raising the benefit unit to \$75 would bring in an additional \$108,000. Kevin said that this sum would not only balance the budget but would enable us to start meeting our reserve deposit requirements. Jason adjusted the numbers on the balance sheet reflecting the additional funds the district would potentially capture from raising the benefit unit to \$75.

Kevin motioned to increase the assessments benefit unit from \$50 to \$75. Flavia seconded the motion. All approved. The motion passed.

A resolution will need to be written up stating that for the fiscal year of 2021 the South Coast Fire District's board of directors will be charging \$75 per benefit unit to the rate payers of the South Coast Fire District. Jason said he would have to have the resolution in to the County by August 10th. We will get signatures at the next regular meeting in July.

Kevin motioned to adopt the preliminary balanced budget. Flavia seconded the motion. All approved, the motion passed.

Jason said Chris was unable to get any information on health benefit packages and costs due to a family emergency impacting the insurance agent. Flavia asked Jason what he was paying for health insurance currently. He said he didn't know the exact figure, but he would find out. Maureen Carr said that we were paying Chris Dilks \$1,300 a month to cover her COBRA payments for health insurance she received through AMR. Kevin suggested that we approve paying for Jason's current insurance not to exceed \$1,500 per month.

Flavia motioned that while the district researches insurance packages, that we approve paying for Jason's current health insurance not to exceed \$1,500 per month. All approved. The motion passed

Jason updated us on the water tank grant project. The way the program has been set up requires that the district purchase the tanks out of our own funds and then get reimbursed by the program administrator. He will have that on the next agenda so the board can take action on the cash outlay that will be required to purchase the tanks.

Jason updated us on the mapping program that they're using on fires. The program also has other features that are beneficial to fire operations. Jason wants to purchase a computer that is capable of handling this mapping program. He proposed that we purchase a new desktop computer for the office using last year's office expenses.

He also said that they are having problems with the old wildland engine up at Iversen station. He would like to explore replacing it with a type 6 engine. He listed the advantages of investing in a type 6 apparatus rather than trying to limp along with the old wildland engine or replacing it with another type 3.

6. Closed Session

None.

7. Open Session after Closed Session

None.

8. Adjournment

The meeting was adjourned at 7:09pm, next regular meeting is on July 15, 2021.