



South Coast Fire Protection District

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

Minutes from the Regular Meeting on July 15, 2021
Location: 39215 Church Street, Gualala, California

1. Call to Order

The meeting was called to order at 6:09pm by Chuckie Sorensen acting as Chair.

2. Roll Call

Present: Directors Kevin Callanan, Chuckie Sorensen, Flavia de Oliveira
Absent: Chair Pete Slunaker. Director Rick O'Neil

3. Public Expression – 3-minute limit

None.

4. Financial Report

Maureen updated the numbers on the payroll expenses to reflect the stipend program adjustments.

5. Announcements

None.

6. Approval of Minutes from Last Meeting

Kevin Callanan motioned to approve the minutes from the regular meeting last May. Flavia de Oliveira seconded the motion. All approved, the motion passed.

Flavia motioned to approve the minutes from the special meeting last June. Kevin seconded the motion. All approved, the motion passed.

7. New Business--Discuss/Action on:

a. Spending Limits. Jason stated that he would like the board to consider increasing the spending limits that he is allowed to spend without having to seek board approval. The current spending limit is at \$500 for all items, and he would like to increase it to \$10,000 for himself under budgeted items, and \$2,000 for officers. Just emergency repairs for an engine out on a strike team could easily reach the \$2,000 limit rapidly. If it is an item that is not captured under the budget, and is over \$5,000, Jason must seek verbal authorization from a board member.

Kevin motioned to increase the spending limits on budgeted items to \$10,000 for the Chief, and \$2,000 for supervisors. Additionally, a spending cap was placed on non-budgeted items of \$5,000 without prior authorization from a board member. Flavia seconded the motion. All approved, the motion passed.

b. Tax Increase Resolution. Resolution 21-02, presented before the board would increase the tax assessment to \$75 per benefit unit. This is the maximum allowable increase which was previously approved by voters in November of 2006.

Flavia de Oliveira motioned to adopt Resolution 21-02, to raise the benefit unit assessment to \$75.00 per unit. Kevin Callanan seconded the motion. The vote tally is as follows:

**Kevin Callanan, Aye
Flavia de Oliveira, Aye**

Nays, None

**Pete Slunaker, Absent
Rick O'Neil, Absent**

The resolution passed.

8. Old Business—Discuss/Action on:

a. Commercial Knox Box Resolution. This resolution would implement a Knox Box program within the fire district for commercial occupancies. All new businesses will be required to purchase a Knox Box to facilitate after-hours entry into their business. And all current businesses will be required to purchase a Knox Box within two years.

Kevin Callanan motioned to approve Resolution 21-03, to implement a Knox Box program for commercial occupancies. Chuckie Sorensen seconded the motion. The vote tally is as follows:

**Kevin Callanan, Aye
Flavia de Oliveira, Aye
Chuckie Sorensen, Aye**

Nays, None

**Pete Slunaker, Absent
Rick O'Neil, Absent**

The resolution passed.

b. 2021 – 2022 Budget. This has been the third week that the budget has been advertised in the ICO (the local newspaper). An error was made by the paper the first week that the budget was published, but the corrected version was advertised for the last two weeks. Jason said he would like to table the final approval of the budget until the next meeting to give the public a greater chance for input.

c. Benefits package for the Chief. Chris Dilks received some quotes from Ignacio Health Insurance Services. Jason said he wanted to table action on this agenda item, because he said he would like to explore some other options that he thought would be less expensive. The benefits package discussion was tabled until the next meeting.

d. Fire Department Plaques. Flavia pursued looking into a perpetual plaque to honor the current and former fire chiefs that have served our district. She will get some hard numbers to look at once we decide on a size and style of plaque to get. She brought a picture of an example of a perpetual plaque to show the other members. Jason offered to work with Flavia to get the information she needed to get a quote.

e. Water Tank Grant Project. Due to the increase in pricing for materials, this project will need to be scaled back from ten tanks to eight tanks. The district will be responsible for creating the pads, and installing the plumbing. Jason discussed some locations where he thought the tanks should be installed.

9. Chief's Report

- Covid-19 clinics are back! The local clinic has been receiving more positive tests than they have had in a while. Most of the positive tests are from unvaccinated people, though there have been breakthrough cases.
- Calls have been increasing lately, and morale is good. Jason brought up the option of a cost recovery program for repeat callers. Kevin brought up the need to also include outsourcing cost recovery for a percentage of the bill when residents do not respond to fire department billing. The district has an ordinance that allows the district to bill for services. Flavia suggested amending the ordinance to also include recovering costs from people who frequently misuse the 9-1-1 system for non-emergency calls. After getting the boards' opinion on this matter, Jason said he would put something on the next agenda so that some action could be taken on this subject. He would also like to review the rate schedule.
- The department has been receiving lots of requests for defensible space inspections. The department can only offer courtesy inspections to help property owners improve their defensible space. Jason is having a meeting with homeowners on Roseman Creek.

- Jason brought up replacing the wildland engine, 7572, at Iversen station. He and Chad Warner, who was in attendance at the meeting, have been looking into purchasing a Type 6 engine, which is smaller and more compact. It is also less expensive than another Type 3, wildland engine like 7572. Chad went up to Oregon to look at Type 6 builds that Cascade Fire Equipment (CFE) offers in the range of \$155,000 to \$200,000. Jason got a commitment from the board to look into it further. CFE can put us on a list without having to put down a deposit. This would just hold our place in line, and would not require any commitment from the district at this time. Jason received our approval to add our name to the list while he continues to investigate other manufacturers.
- Jason proposed that the district should purchase a dozer and transport. He felt that the current situation warrants it, because the Cal Fire hand crews have been diminished and the Cal Fire dozers are very far away. Local dozer operators on Cal Fire's list of available resources have been slow to respond. The dozer could be purchased used—retired Cal Fire equipment. The rates that the dozer could earn on a fire are high, and currently the district has several qualified operators. Jason says the cost to purchase a dozer and transport would be about \$60,000, but it could easily pay for itself within a short amount of time. Jason polled the board members. Flavia wasn't convinced that it would be the best investment, but the other board members were open to the idea.
- There is a serious problem with the 2019 F-250 that we bought as a Chief's rig. Chad suggested that it was an engineering issue based on research he has done on this model. It is unstable and unsafe on rough roads. Jason said that he will take it to Jr's to get it inspected to see if there is some solution to it. Jason called the dealer and found out that we could get close to what we paid for it on a trade in. Jason said he could get a F-150 pretty much as an even trade. Jason will take it to Jr's to have an inspection, and if it can't be fixed cost effectively, he will pursue looking into the trade for the F-150.
- Jason asked the board members if they want to be added to the Incident Response app so they can see what calls the fire department is responding to. Flavia and Kevin are already on the IR app.
- FAIRA insurance is going up \$10,000
- Jason asked if the board was interested in going back to monthly meetings instead of every other month. Jason thought it would make his job easier, and that the board members would be more informed. Two of the board members were interested in it, and the subject will be brought up again when the two absent board members are present.

Kevin brought up that he would like to add Jason to the check signing list at West America Bank. In order to do that it will have to be on the next agenda, and the board will have to vote on it.

10. Closed Session

None.

11. Open Session after Closed Session

None.

12. Adjournment

The meeting was adjourned at 8:33pm, next regular meeting is on September 16, 2021.