

Peardale-Chicago Park
Fire Protection District
P.O. Box 697
Chicago Park, CA 95712

BOARD OF DIRECTORS

February 19, 2009 Call to Order 7:00 pm Meeting Minutes

1. Roll call of Board and Introduction of Guests:

Board Members Present: Cheryl Domnitch
Dave Collins
Carl Van Son
John Felde
Barney Dewey

Board Members Absent:

Others Present: Chief Jim Bierwagen
Secretary Debbie Bierwagen
Battalion Chief Ken Hood

2. Approval of the Agenda/Additions to the Agenda: **John Felde moved to approve the agenda. Dave Collins seconded. Passed with 5 ayes.** There was no public input.

3. Public Input: None

4. Minutes of January 14, 2009: **John Felde moved to accept the minutes as presented. Barney Dewey seconded. Passed with 5 ayes.**

5. JPA Meeting Update (Domnitch): Cheryl reported that both she and Barney attended the meeting. It was very short and there were no reports.

6. Administrative Report (Bierwagen):

- A. Administrative Report: Chief Bierwagen reported that the responded to 26 incidents, including a couple of structure fires, one of a suspicious nature. Captain Schreiber has completed the Injury and Illness Prevention Plan. Chief Bierwagen is now the California Office of Emergency Services (OES), Operational Area Coordinator. Chief Bierwagen also attended a Fire Act Grant Workshop; and the structure burn was completed with valuable training for the new recruits.
- B. Purchase Request: Chief Bierwagen noted that he had two purchase requests this month. The first was for spare SCBA Bottles, and the second for new turnouts. The department currently doesn't have enough SCBA Bottles and he is asking to purchase six more at a cost of \$824.00 each. The turnouts are needed for the new recruits, five sets at a cost of \$1311.00 each. Both prices reflect the lowest bid for the products. **Carl Van Son moved to approve the purchase request of six SCBA Bottles and five sets of turnouts as noted above.. Dave Collins seconded. Passed with 5 ayes.**
- C. Communications Received: One item of communication was received from the Elections Office reporting that on February 20th, the cost of the election would be presented to the Board of Supervisors asking for a lower price per voter. The current cost is approximately \$7.00/voter, and Mr. Diaz is asking for no more than \$1.50/voter. We will be contacted with the final outcome.

7. Financial Report (Van Son):

- A. Warrants: Carl Van Son reported that the total warrants written were \$25,745.32.
- B. Acceptance of FY 2007/2008 Audit: The board reviewed and discussed the change made to page 11 (changing the wording from "New Station Expense" to "Capital Improvements and Repairs"). **Dave Collins moved to accept the Audit for FY 2007/2008 from Jensen Smith, including the change to page 11 (as per attached memo). John Felde seconded. Passed with 5 ayes.**

8. Personnel Report (Felde): no report.

9. Equipment/Facilities Projects (Collins): Dave reported that the exhaust pipe extension from the generator has completed. He also noted that the new utility vehicle would be here March 3, 2009.

10. Old Business:
A. Highway Sign - Report from Committee: Chief Bierwagen reported that he and Debbie had gone to the Marysville office of CalTrans for right-of-way information. It appears that we do not have any restrictions in that area, but will need a permit from the county. There can be no interior lighting, only exterior lighting, and it can only be 40 square feet in size. The approximate cost of the sign is between \$5,000 and \$6,000. There are funds in the mitigation account, Fund 6779. Chief Bierwagen noted that he was seeking direction from the board to move forward. After more discussion, it was decided to obtain three bids, and to also look into the cost of a Smokey the Bear sign.
B. Update on Residential Vegetation Clearance Inspection: Chief Bierwagen reported that he had contacted Bill Mendonca with Cal Fire in Auburn. Mr. Mendonca liked the idea and could supply names of individuals who have done this type of inspection. He also can help with forms, handouts, and training. The question of if we have authority to do this would best be interpreted as educating the public, with the understanding that a gross violation would have to be handled by Cal Fire. Other discussion items included the cost of such a program, the cost/benefit ratio and what kind of results Cal Fire has had in the past. Cheryl noted that she was opposed to this kind of program and thinks that the highway sign is the best way to educate the public. BC Hood offered that there is a new program called "Take Responsibility" that might prove to be helpful. He also suggested that new homeowners in the area might be the best target group for education of residential clearance. Chief Bierwagen will come back with more information at the next board meeting.
C. Continued Newsletter Discussion: Chief Bierwagen handed out the quote for a website from Winter Street Design Group. After much discussion, Barney Dewey noted that he would do more research and report back at the next board meeting.
D. Audit Letter from Jensen Smith CPA's/RFP Update: Chief Bierwagen handed out the draft Request for Proposal and a list of bid names. After review, Barney asked if it should be noted that "qualified firms" meant CPA's. The board directed staff to make the change and move forward with seeking bids from the noted agencies.
11. New Business: none.
12. Agenda Items for Next Meeting: Continued discussion of highway sign; Update on Residential Vegetation Clearance Inspection; continued website discussion; Update on audit firm proposals; and discussion of changing the meeting date to the second Thursday of each month.
13. Adjournment of Meeting: 8:35 p.m.

Deborah A. Bierwagen
District Secretary

Approved By: