

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

BOARD OF DIRECTORS

March 11, 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 John Felde Barney Dewey
Board Members Absent:	Carl Van Son
Others Present:	Chief Jim Bierwagen Secretary Debbie Bierwagen Jim Young

2. Approval of the Agenda/Additions to the Agenda: **John Felde moved to approve the agenda with the deletion of Item 7A (Ken Hood will not be here this evening) and to change Item 8 to (Collins) as the person giving the report. Dave Collins seconded. Passed with 4 ayes.** There was no public input.

3. Public Input: None

4. Minutes of February 19, 2009: **John Felde moved to accept the minutes as presented. Barney Dewey seconded. Passed with 4 ayes.**

5. Administrative Report (Bierwagen):

- A. Administrative Report: Chief Bierwagen reported that the department responded to 33 incidents, with a larger than normal number of fire menace calls, vehicle accidents, and auto aids due to the recent storms. Chief Bierwagen noted the several items under Chief's Comments and also explained the vehicle fire training to be held on March 20-21, 2009. The board felt that additional training would be valuable due to the nature of the newer hybrid cars, air bag issues, and safety matters for firefighters. It was noted that there are currently adequate funds in the training budget for the year.
- B. Purchase Request: Chief Bierwagen reported that he had received three bids for the emergency lights and siren package needed for the new utility pickup. The bids included an LED light bar, siren, siren light, speaker control head, mounting bracket, and two LED lights. All bids were for the exact same equipment. The low bid was from Watco, and totaled \$2330.00. **Dave Collins moved to approve the low bid of \$2330.00 for the items as noted above, plus installation costs under \$1000.00. Barney Dewey seconded. Passed with 4 ayes.**
- C. Communications Received: One item of communication was received from the Elections Office reporting that following the February 20th meeting, a second meeting has been planned to ask for further reduction of the cost of the election to no more than \$1.25/voter. We will be contacted with the final outcome.

6. Financial Report (Van Son):

- A. Warrants: John Felde reported that the total warrants written for the month were \$29,960.84.

7. Personnel Report (Felde): no report.

8. Equipment/Facilities Projects (Collins): Dave reported that the new utility vehicle had been picked up and is downstairs. In addition, Chief Bierwagen had sent an email to the board indicating that there may be Federal funds for construction projects that are "shovel-ready". We do have Phase II plans from our original construction and might want to consider this option once more information has been received. The board noted that this item should be placed on next month's agenda for further discussion.

9. Old Business:

- A. Highway Sign - Report from Committee: Chief Bierwagen reported that he is in the process of soliciting bids from additional companies for an aluminum cabinet monument sign. He is planning to meet with Carl and draft a design of the sign with the stone work, and to calculate the cost. In addition, he will obtain the cost of a Smokey the Bear Fire Danger sign.

B. Update on Residential Vegetation Clearance Inspection: Chief Bierwagen reported that there is no new information on this. Jim Young asked about the ability to enforce this program, and the board noted that at the current time there is no ability to do that. The board is still looking at this. It was noted that we should be calling this an “education” program, not an inspection.

C. Continued Newsletter Discussion: Barney Dewey reported that he did call the director of First Five, who spoke highly of Carol White and the design firm. First Five had paid a much higher price for their site than we have been quoted. Chief Bierwagen noted that one of the firefighter’s had contacted him and was interested in doing a website for the department. He will be meeting this week and will report back at the next board meeting.

D. Audit Request for Proposal- Update: Chief Bierwagen reported that three Request for Proposal’s had been sent out and one has been received back. A second firm contacted the office with questions which were answered. The final date for the proposals to be received is April 1, 2009.

10. *New Business:*

A. Change of Meeting Date: Cheryl Domnitch began the discussion noting that she is requesting the change due to her weekly schedule. A meeting date/time of the second Thursday of the month, at 7:00 pm, would be best and the board members present were in agreement. **Dave Collins moved to change Policy 400.1 to reflect the meeting date changed to the second Thursday of each month, at 7:00 p.m., beginning in May 2009. Barney Dewey seconded. Passed with 4 ayes.**

B. Discussion of Annual Policy Manual Review: Chief Bierwagen noted that according to our Policy Manual, an annual review should be done. During the review last year, we briefly discussed this, but made no changes. **John Felde moved to approve a change to Policy 105.2 and review the Policy Manual every three years. Barney Dewey seconded. Passed with 4 ayes.**

11. *Agenda Items for Next Meeting:* Continued discussion of highway sign; Update on Residential Vegetation Clearance Education program; continued website discussion; audit firm selection; review of Policy 400.1 and 105.2.

12. *Adjournment of Meeting:* 7:58 p.m.

Deborah A. Bierwagen
District Secretary

Approved By: