

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

BOARD OF DIRECTORS

May 14, 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 Absent: Chief Jim Bierwagen
Others Present: Battalion Chief Ken Hood
Secretary Debbie Bierwagen

2. Approval of the Agenda/Additions to the Agenda: John Felde moved to approve the agenda as presented. Dave Collins seconded. Passed with 4 ayes.

3. Public Input: None

4. Minutes of April 8, 2009: Dave Collins moved to accept the minutes as presented. John Felde seconded. Passed with 3 ayes. (Barney Dewey abstained.)

5. Administrative Report (Hood):

A. Administrative Report: BC Ken Hood reported that the department responded to 25 incidents, two of which were wildland fires. He also reviewed the Chief's Comments and noted that Captain Schreiber was now able to do all the maintenance on valves and nozzles for the department which would translate into savings for the district

B. Purchase Request: none

C. Communications Received: Secretary Bierwagen reported that one item of communication was received from the Elections Office, letting us know that the Board of Supervisors had fixed the cost of the election at \$1.00/person

D. Possible Board Action on LAFCo Alternate Board Member Nomination & Resolution 2009-02: The Board reviewed the letter from LAFCo, and after some discussion determined that at this time there were no nominations from our district.

6. Financial Report (Felde): (Note: the first two items were done in the following order.)

B. Warrants: John Felde reported that the total warrants written for the month were \$36527.27.

A. Review of AD&D Annual Invoice: After review, **John Felde moved to adopt the present plan and pay on the three-year invoice of annual installments of \$2567.00 per year. Dave Collins seconded. Passed with 4 ayes.**

C. Jensen Smith Engagement Letter/Contract for Services: Chair Cheryl Domnitch asked for any questions and/or discussion, **and Barney Dewey moved to engage Jensen Smith for our annual audit for the next three years at a cost of \$3200.00/year. Dave Collins seconded.** Cheryl called for discussion. The board discussed the last two sentences of the second paragraph on page 5. It was decided to strike these two sentences. **Barney Dewey amended his motion to: engage Jensen Smith for the annual audit for the next three years at a cost of \$3200.00/year and to strike the two sentences from paragraph two on page 5 that begin "In the event..... Dave Collins the amended motion. Passed with 4 ayes.**

7. Personnel Report (Felde):

A. Discussion & Board Approval for Seasonal Firefighter Position(s): BC Ken Hood reported that the department would like to hire two seasonal firefighters this year. Each would work approximately three and one-half days per week allowing for two personnel on during normal work shift hours. **Dave Collins moved to allow hiring of Seasonal Firefighter(s) with a background check and drug testing to be done prior to hiring. John Felde seconded. Passed with 4 ayes.**

B. Presentation of FY 2009/10 Training Program & Hours: BC Ken Hood reported to the Board that this document was presented as a result of their request for identifying details of the training costs for the department. After some discussion, the Board thanked BC Hood for providing them with the details, and for a job well done.

8. Equipment/Facilities Projects (Collins): Dave Collins gave an update on the new utility vehicle and Ken reported that the in-service date is scheduled for July 1, 2009.
9. Old Business:
 - A. Highway Sign - Report from Committee: Dave Collins reported that he had done some research and had one bid for a sign similar to the original that would cost approximately 1200.00. He would like to obtain at least two more bids and will try to have them for the next meeting. In addition, the board discussed the possibility of a 911 phone for each station, and directed staff to place this item on the agenda for the June meeting.
 - B. Update on Residential Vegetation Clearance Education Program: Dave Collins reported that the sign as discussed above, should be considered Phase I of this program, and should also include the Smokey The Bear sign which would give fire conditions information. It was also noted that the two signs should be set apart so the visual importance of each message can be clearly seen.
 - C. Continued Website Discussion: Barney Dewey reported that there was no new information except to say that Chief Bierwagen and he had met with Deborah McBroom. Ken noted that he knew of several web sites and would identify these to Chief Bierwagen with the possibility of reviewing them at a future board meeting.
10. New Business:
 - A. Presentation & Adoption of FY2009/2010 Preliminary Budget: The Board began reviewing the preliminary budget and noted that changes would need to be made to several items, such as training hours, strike team reimbursement, & retirement benefits, and requested that the adoption of the preliminary budget be placed on next month's agenda.
11. Agenda Items for Next Meeting: Continued discussion of highway sign; Update on Residential Vegetation Clearance Education program; continued website discussion; Preliminary Budget; & 911 Emergency Phones.
12. Adjournment of Meeting: 8:40 p.m.

Deborah A. Bierwagen
District Secretary

Approved By: