

**KENWOOD FIRE PROTECTION DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
MARCH 8, 2022**

MINUTES

MEETING: Meeting called to order at 16:02 hrs. Directors Cooper, Doss, Moretti, Atkin, Uboldi and Chief Bellach were present.

MINUTES: MSP Cooper/Moretti to approve a request by Director Atkin to change last months minutes. Under **OLD BUSINESS**, 2nd paragraph where it refers to Standing/Ad Hoc Committee, change it to read Ad Hoc Committee and remove standing.

ROSTER REPORT: 19 Volunteers, 4 Part-Time and 5 Full-Time. Chief Bellach reported we have one new potential volunteer that has completed their physical. Also, we have a new volunteer in the Volunteer Fire Academy right now. Director Cooper asked about the employee out on Workmans Comp and what was the status. Chief Bellach reported that the employee is still in physical therapy and will be re-evaluated next month.

APPROVAL OF CLAIMS: MSP Doss/Cooper to approve CR #21-22-09 for \$52,378.38 and payrolls 02/11/22 for \$22,475.07 and 02/25/22 for \$29,098.65. Director Cooper asked about the charge for 3181. Chief Bellach reported this cost was repairs to leaking hydraulic lines that were not covered under warranty. Director Cooper also asked about the charge for repairs on 3160. Chief Bellach reported 3160 was sent in for an upgrade on the lighting package, due to a safety issue of not being able to see very well while driving and having scene safety lighting that was not bright enough. Director Doss asked about the charge from the County of \$12,400.00. Chief Bellach reported this was the cost to have our Measure E on the ballot. Director Cooper asked if we can use Marshalls to do small jobs like oil changes for the Chiefs vehicle in the future, since they did so much for us during the fires.

OLD BUSINESS: MSP Doss/Cooper to approve the Consideration of Approval of video conference option under AB 361.

MSP Cooper/Atkin to approve creation of a Human Resource Ad Hoc Committee. Director Doss thought that this is a great start and how important it is that we have an evaluation process for the Chief as well as a point of contact for all members. It was asked how does a volunteer make a complaint and if or how does it get to the Board. Chief Bellach stated that any issues or complaints would follow the chain of command and should be taken care of at this level, if not then it may be taken to the board by the Chief or an individual to the Board President or an HR committee group. Chief Bellach agreed having a HR Committee would benefit the District. Director Moretti added that he felt it is important while forming these committees that we understand their jurisdiction and to make sure we are not outside the scope. Director Atkin added that the committee could also serve as a sounding board for the chief for personnel

matters and a personnel human resource aspect that can look at the ever changing demographics of the District and moving forward to a combination agency. Director Doss stated he would like to chair this committee and start to reach out to other Districts and see what they are doing. This committee will be formed initially as an ad hoc committee for 6 months. Director Atkin looked at the policy manual and stated that he noticed it said that there will be a midyear evaluation of the Chief and thought it should be done annually.

Chief Bellach asked for the Board to approve the funding to refurbish 3197. The cost to the District will be \$36,200.00. 3197 is scheduled to be delivered to Burtons tomorrow and be out of service for 5-6 weeks. Director Uboldi asked about the cost of the code 3 lighting. Captain Uboldi stated this cost was mainly for the light bar and some additional red lights on the front grill. Director Uboldi stated that he had some items on a list he received comments and concerns from some members. One was the reconfiguring the rear for additional storage and removing the rear hose reel line. Some volunteers wanted to keep this. Director Uboldi thought this was a safety item and should be left in place. Director Cooper stated he was not clear on why we would remove a perfectly good attack hose from the apparatus. Chief Bellach stated that the hose reel is not an attack line. This is a 1 inch mop up line and per NFPA we cannot use anything less than a 1½ inch for fire attack. Chief Bellach felt the additional storage is needed to store gear that is currently being hung outside the apparatus and exposed to elements. We also have hose stored with gasoline in a single compartment. There will be 2 lzone brackets added to the rear to hang hose to be ready for any attack needed or to be used as a safety line. Chief Bellach stated that originally a committee was created to bring needs and wants to the table. The Chiefs then took the list and created a final list of needs that they thought were important to the operations of the apparatus and the safety to our personnel. Director Uboldi made a motion to approve the repairs with the exception of the hose reel. Director Cooper 2nd. Director Atkins stated that he was unsure if he could vote on this because he was not familiar with the technical aspect of this. He did feel uncomfortable with the Board getting involved with operational issues of this nature. He felt that there was lack of communication in regards to this topic. Director Doss stated he was in a similar position. He felt we are spending District money and the Board does have authority over that spending. Director Moretti stated as a fiscal decision the Board would authorize the funds to refurbish 3197. As a Board we shouldn't be in the position on making decisions on the configuration of the piece of equipment, however he is very sensitive to the communication issues and would like to have the opportunity for people to be heard. Director Uboldi amended his motion to approve the refurbish of 3197 as presented by the Chief. 2nd: Cooper, All AYE

Chief Bellach advised the Board a few months ago we put in for a matching Pager Grant from Cal Fire and received it. The total cost for the pagers is \$11,800.000. (27 pagers with chargers)

\$5,900.00 is paid for by the District. Chief Bellach wanted the Board to approve the cost of \$5,900.00. Motion: Moretti, 2nd: Doss, All AYE

Report from the Finance Ad Hoc. Director Moretti reported they met with the Chief and took a look at how much money needs to be raised by looking at a preliminary budget. Taking into consideration of agreed pay increases for fulltime staff as well as pay increases for all others including volunteer stipends and adding another fulltime position as well as addressing other expense items. We also addressed equipment replacement funding into the reserves. The number to fund the reserves was talked at about \$200,000.00 a year. Looking at around a \$300,000.00 need to be raised in the Assessment would only allow about \$100,000.00 to be put aside to the reserve funding, given the total costs of the other expenses. Chief Bellach reported that after he ran the Parcel Assessment numbers we would be looking at approx. \$365,000.00 in total revenue from the tax. Once all the changes are put in to the County to fix all the parcel errors, we may be closer to \$400,000.00. Director Atkin added that during our meeting, we really didn't discuss much on the contribution amount to the reserve fund. We need to be mindful that the \$120,000.00 from the County as a stabilization, may be gone in 2 years. If we were not to max out the Measure E funds, that would leave us a \$100,000.00 cushion, allowing us to absorb that funding difference. Director Atkin also stated that he felt we need to make that total contribution of \$220,000.00 a year to the reserve fund and if we don't have enough money, to look for economies somewhere else. He also stated that with the current ballooning of inflation and costs, the Districts current \$2.4Mil. Cap Fund is being eroded daily if we don't invest that money. We discussed the idea of a slight deficit budget. The idea of budgeting is a matter of discipline and with a slight deficit, the message it sends to the community is not good. Director Cooper stated he thought we need to keep contributing to the reserves. We have two engines that are coming up for replacement as well as the water tender refurbish. He agreed we need to contribute the full amount. Director Doss stated having seen hospitals that did not fund their future needs. We are blessed by what funding KFA gives the District. He agrees whatever the amount of money agreed to put towards the reserve fund, he would agree to that. The Finance Committee agreed that we would need to raise \$300,000.00 for next year and then increase the amount as needed annually. Chief Bellach stated he spoke with the County and they are over 2 years behind in entering data to parcels to make them correct. The timeline states that in March we need to request the parcel report from the County. This is incorrect. The updated parcel roll will not come out until July. The public hearing will happen in May where we set the rates. This means in April, we need to calculate the rates. The notice for the public hearing will be posted 15 days before the meeting. The Measure E Committee has been going out to residential, commercial, vacant and Ag parcels and making corrections. Parcels that are 10 acres or less and are coded as Ag but used as residential will be charge per the square feet. Commercial properties that are coded as Ag will also be charged per square foot. Any parcels that are coded vacant, but have homes on them will be charged per square foot. Motion to set the cap rate at \$300,000.00 by Doss, 2nd: Cooper, All AYE. Director Cooper asked about our Prop 4 limit and where are we with it. Chief Bellach stated that we have 3 more years left on our current approved override.

CHIEF'S REPORT: Chief Bellach reported he checked with the county and our septic permit is next up to be approved. Director Atkin stated for our next month's meeting, to create a committee on consolidation and either split or combine the Facilities and Equipment committees. Chief Bellach asked if any Board Member is deciding to leave office, please make that announcement in the next 30 days.

GOOD of the ORDER: Director Doss reported that the SCFCA is continuing to meet via Zoom. The April meeting could possibly be an in person meeting. Chief Bellach stated that the FDAC convention is next month. If you cannot attend, please let Chief Bellach know so he can cancel the reservation no later than March 25th.

Respectfully submitted,

Attest:
