



South Lake County Fire Protection District
— in cooperation with —
California Department of Forestry and Fire Protection

P.O. Box 1360 Middletown, CA 95461 - (707) 987-3089

BOARD OF DIRECTORS REGULAR MEETING MINUTES
Tuesday, February 20, 2024, at 7:00 p.m.
Located at the Middletown Fire Station Board Room,
21095 Highway 175, Middletown, CA 95461

This regular meeting is for the purpose of discussing the following items:

1. *President Comisky called meeting to order at 7:02 p.m.*
2. *Chief Duncan led pledge of allegiance.*
3. *Present: Directors Stephanie Cline, and Rob Bostock, Vice President Matthew Stephenson, and President Jim Comisky. Absent: Director Madelyn Martinelli. Also present: Chiefs Mike Marcucci via zoom and Paul Duncan, Battalion Chief York, Office Clerk Karin Collett, and Board Clerk Gloria Fong:*
4. **BOSTOCK/STEPHENSON MOTION** to approve agenda. **AYES:** Bostock, Cline, Stephenson, Comisky. **NOES:** None. **ABSENT:** Martinelli. **MOTION CARRIED.**
5. Citizens' Input: Any person may speak for three (3) minutes about any subject of concern provided it is within the jurisdiction of the Board of Directors and is not already on the today's agenda. Total period is not to exceed fifteen (15) minutes, unless extended at the discretion of the Board.
None.
6. Communications:
 - 6.a. Fire Sirens: *President Comisky commented on how well information is getting out on social media from new members and the good job their doing at thrift shop.*
 - 6.b. Fire Safe Council: *Minutes from their last meeting are included in packet.*
 - 6.c. Volunteer Association: *Association President Todd Fenk reports new recruits are pounding away at the academy, quite a few paid call firefighters are covering during storm, dinner date is locked in for June 22nd at casino, and open house is coming up on April 27th.*
 - 6.d. Chief's Report: *Chief Duncan adds what's not in report is this last storm with staffing by Type 6, that's part of task force, and uniquely staffed is front end loader out of Hopland.*
 - 6.e. Finance Report: *Staff Services Analyst Gloria Fong had hoped to have mid year budget for Board but did not have enough advance time to review it. The plan is to present in March, make adjustments if needed, and forecast year end in order to prepare preliminary budget for next fiscal year. She's finishing up audit for 2019 Ground Emergency Medical Transport Program cost report, and moving forward on to audits for 2020, 2021, and 2022.*

6.f. Directors' activities report

Director Stephenson has no activity to report other than he'll be attending next month's 2-day Fire District Association of California (FDAC) program.

Director Cline has no activity to report other than she'd like be passenger in black hawk and confirmed FDAC conference is in April.

Director Bostock has nothing to report other than hearing about a lot of lost trees.

Director Comisky reports he is attending along with Director Stephenson the Certificate of Achievement in Williams and another coming up in Fortuna, has been meeting about financial sustainability subject about filling voids where State is taking funding to fund other things, and helped with cutting trees on public roads.

7. Regular Items:

- 7.a. Discussion regarding Notice of Nonrenewal of Professional Services Agreement for First Responder Services between SLCFPD and Napa County and Notice of Change of Address. Placed on the Agenda by Chief Mike Marcucci.

Chief Marcucci provided background with being served notice on February 13th, moving forward on non-renewal, an agreement that had been renewed perpetuity for somewhere about \$74,000 past 10 years, for up to a not to exceed 80 calls per month. Napa county has with same with Schell Vista, St. Helena and like South Lake all auto renewed. Napa County has new chief executive officer and fire administrator and with that will sit down with each agency to talk about matrix. Staff is asking to receive direction from Board, establish ad hoc which he will gladly serve on.

CLINE/STEPHENSON MOTION to suggest staff go ahead and designate ad hoc committee to look into further negotiation with Napa county administrators and appoint Directors Comisky and Cline to this committee. AYES: Bostock, Cline, Stephenson, Comisky. NOES: None. ABSENT: Martinelli. **MOTION CARRIED.**

- 7.b. Consider and approve to waive competitive bidding as it is not in the public interest due to unique nature of the goods; and to approve purchase of PowerPro Gurney and PowerLoad System. Placed on the agenda by Chief Paul Duncan.

Chief Duncan summarized that fire district is short one power gurney and power loading system, moving things from one to another is not feasible, as they are hardwired and takes tech to come move. Impact will come out of PP GEMT IGT funds. This is a one-time purchase of \$80,000.

It is pricey and proprietary, and in Director Comisky's opinion worker compensation claims are significantly less with this and he supports it.

CLINE/STEPHENSON MOTION to approve purchase as stated in 7b as described. AYES: Bostock, Cline, Stephenson, Comisky. NOES: None. ABSENT: Martinelli. **MOTION CARRIED.**

- 7.c. Consider and approve to waive competitive bidding as it is not in the public interest due to unique nature of the services; and to approve Agreement between Ridgeline Municipal Strategies, LLC and SLCFPD for Municipal Advisory Services for the purposes of financing the development and construction of Hidden Valley Lake Fire Station (HVL) for an estimated amount of \$47,000 and authorize chief to execute agreement. Placed on the agenda by Staff.

Staff Services Analyst Fong informed the Board this is for advisory services for funding HVL station, to cover costs from architectural to general contractor, who will manage the subs.

Based on \$5 million construction cost, services are estimated at \$47,000. The total contract amount varies with the project funding amount and funding type. Assuming the total funding amount below \$5 million and utilization of a USDA loan (the most complicated funding method), the total contract amount will be not-to-exceed \$47,000.

CLINE/BOSTOCK MOTION for approve to waive competitive bidding and approve Agreement with Ridgeline Municipal Strategies for amount not to exceed estimate of \$47,000 and authorize Chief to execute agreement. **AYES:** Bostock, Cline, Stephenson, Comisky. **NOES:** None. **ABSENT:** Martinelli. **MOTION CARRIED.**

- 7.d. Appointment of Committee Members by Board President for Calendar Year 2024. Placed on the agenda by Board President.

President Comisky appointed for calendar year 2024 same members, Directors Bostock and Martinelli to ad hoc policy review committee and Directors Comisky and Stephenson to ad hoc equipment and facilities committee.

- 8. Consent Calendar Items: (Approval of consent calendar items are expected to be routine and non-controversial. They will be acted upon by the Board at one time without discussion. Any Board member may request that an item be removed from the consent calendar for discussion later.)

- 8.a. Meeting Minutes - January

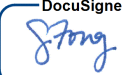
- 8.b. Warrants – February

There are no changes other than some check numbers being switched around.

CLINE/BOSTOCK MOTION to approve consent calendar as submitted. **AYES:** Bostock, Cline, Stephenson, Comisky. **NOES:** None. **ABSENT:** Martinelli. **MOTION CARRIED.**

- 9. **CLINE/STEPHENSON MOTION** to adjourn meeting at 7:34 pm. All in attendance are in favor of motion.

Respectfully submitted by
Gloria Fong, Board Clerk:

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READ AND APPROVED BY
JIM COMISKY, President – Board of Directors:

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