**INDEPENDENCE FIRE PROTECTION DISTRICT**

**BOARD OF COMMISSIONERS**

**MEETING MINUTES**

**Monday, June 14, 2021**

**5:30 PM**

Via Zoom Meeding ID: 824 9996 4166 <https://us02webzoom.us/j/82499964166>

& at the Fire Station (please social distance & wear a mask)

1. Meeting Was brought to order at 5:30 p.m. *Present: Commissioners E. Murdy, A. Broch, J. Connaughton(via zoom); Chief J. Cappellp, Asst. Chief M. Cappello, Secretary J. Odum*

 Flag Salute was led by Commissioner E. Murdy

1. Public Comment.

At this time, any member of the public may make comments

during this scheduled period, but no action will be taken.

*There was no public comment.*

1. Discussion Items
	1. Fire Chief – There has been some local concern regarding the length and volume of the siren.

Estimated cost of the fireworks was $14,500. The permits for the fireworks have been secured.

Getting ready for wildfire season.

Lone Pine Fire has been having triple the ambulance calls, we assist when necessary.

* 1. Fire Safe Council report- The Chief will reported that the next Fire Safe Council meeting will be June 15th at 6 o’clock. They will also have an information booth at the Courthouse lawn on July 4th with information.

* 1. Asst. Chief- Shared pictures of the new pumper truck being built.
	2. Other discussion – N/A

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* 1. Budget Report – J. Odum

 Fund Balance as of May 31, 2021

 Fire District: $347,136

 Ambulance: $ 50,226

 ACO: $ 116,008

 Wildland: $ 13,631

$6,394 of the Fire District Operating budget is from the Fire Safe Council that has not yet been spent. We are including that amount in expense in the 2021/2022 budget plus another $5,000 (anticipated to receive) in revenue & expense in the 2021/2022 budget.

1. Consent Agenda

Approve minutes from April 12, 2021 meeting. (Commissioner Connaughton was absent)

 Approve minutes from Special meeting on May 21, 2021.

 (Commissioner Connaughton was absent).

Motioned by: A. Broch Seconded: E. Murdy

 Ayes:-2- Noes:-0- Abstained: -1- (J. Connaughton) Motion passed: Yes

IVA. Approve expenditures (rounded)for April, 2021 in the amount of

 $9,094 (Operating), $2,124 (Ambulance) and $14,439 (Wildland)

Significant expenditures for April, 2021 Operating budget: $2,289 W. Comp insurance; 1,755, DWP.

Significant expenditures for April, 2021 Ambulance budget: $2,815 TLV Services for ambulance billings.

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Significant expenditures for April, 2021 Wildland budget: $14,439 Personnel expense for pre-positioning on 8/20-24/20

Revenue received in Independence Fire Operating:

April 2021 $377 3rd quarter interest

 Revenue received in Independence Fire Ambulance:

April 2021 $3,218 Ambulance billings, $61 interest

 Revenue received in Independence Wildland:

April 2021 $25,419 Pre-positioning 8/20-24/20

Approve expenditures (rounded)for May, 2021 in the amount of $9,942 (Operating), $76 (Ambulance) $1,550(wildland)

Significant expenditures for May, 2021 Operating budget: $657 for DWP, $534 Independence Shell.

Significant expenditures for May, 2021 Ambulance budget: There were no significant expenditures for May.

Significant expenditures for May, 2021 Wildland budget: $1,550 Personnel expense for mutual aid CALVERT incident on 3/1/21

Revenue received in Independence Fire Operating:

May 2021 $89,489, Interest & homeowner property tax

 Revenue received in Independence Fire Ambulance:

May 2021 $25, Ambulance billings

 Revenue received in Independence Wildland:

May 2021 $4,200 CALVERT incident on 3/1/21

Motioned by: E. Murdy Seconded: A. Broch

 Ayes:-3- Noes:-0- Motion passed: Yes

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1. Approve the 2021-2022 Fire District Operating Budget 832001 as follows:

Estimated Revenue: $224,700

Estimated Expenses: $295,273

(Will use $70,573 from fund balance. Anticipate a Fund balance on July 1st of $249,774)

Approve the 2021-2022 Ambulance Operating Budget 832301 as follows:

Estimated Revenue: $28,250

Estimated Expenses: $28,686

(Will use $436 from fund balance. Anticipate a Fund balance on July 1st of $41,430)

Approve the 2021-2022 Independence Fire-Wildland Budget 832002 as follows:

Estimated Revenue: $150,000

Estimated Expenses: $107,650

COPIES OF PROPOSED BUDGETS ATTACHED.

Motioned by:A. Broch Seconded: E. Murdy

 Ayes:-3- Noes:-0- Motion passed: Yes

1. Authorize the fire chief to purchase up to $3,000 from any one vendor on a single purchase and authorize the secretary to create appropriation changes and journal entries as needed, up to $3,000 per submission for Fiscal Year 2021-2022.

Motioned by: J. Connaughton Seconded: A. Broch

Ayes:-3- Noes:-0- Motion passed: Yes

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1. Authorize on July 1, 2021, the transfer of $50,000 from Independence Fire Operating Fund Balance (Fund 8320) to the Independence Fire ACO Fund (Fund 8321) (included in Object Code 5801, Operating Transfers out in the requested 2021-2022 Independence Fire Operating Budget 832001.

Motioned by: E. Murdy Seconded: A. Broch

 Ayes:-3- Noes:-0- Motion passed: Yes

1. Authorize the Secretary to send to the County Auditor, the 2021-2022 Special District Wage Schedule, showing the wages for the Fire Chief (750/month), Asst. Chief($450/month), Secretary($550/month); Turn out/calls for Volunteers at $15/turn out/call, Chief, Asst. Chief & Captains at $17/turn out/call & EMT’s at $20/turn out/call. These are based on the Commissioners Approval at the Oct. 26, 2015 meeting; and the Signature Authorization form authorizing the Chief, Asst. Chief and Secretary to sign for AP batches, Journal Entries, payroll, pick up claims, agenda request forms and warrants(checks) issued)

Motioned by: E. Murdy Seconded: A. Broch

 Ayes:-3- Noes:-0- Motion passed: Yes

1. Set day & time for next meeting. August 23, 2021

Motioned by: J. Connaughton Seconded: E. Murdy

 Ayes: -3- Noes:-0- Motion passed: Yes

 X. Meeting was adjourned at 6:06 p.m.

Motioned by: J. Connaughton Seconded: A. Broch

 Ayes:-3- Noes:-0- Motion passed: Yes