**INDEPENDENCE FIRE PROTECTION DISTRICT**

**BOARD OF COMMISSIONERS**

**MEETING MINUTES**

**Monday, August 19, 2024**

**5:30 PM**

1. Meeting was brought to order at 5:32 p.m. Present: Commissioners J. Connaughton, A. Broch, J. Sharer; Chief J. Cappello, Asst. Chief M. Cappello (had to leave at 5:33 due to fire call, returned at 6:12 p.m.; Secretary J. Odum

 Commissioner J. Connaughton led the flag salute.

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. Discussion about agreement with Fort Independence Tribe. *To date, there is no agreement with the tribe. The Chief will draft a letter to the Tribal Chairman and officers with a proposal. The property under the control of the Tribe is not part of our Fire District, and we could use some assistance with maintaining the vehicles.*
	2. Fire Chief – update, general. *Knox boxes are boxes that would be at various buildings that would contain a key to that building. The Fire District would have a key to the Knox box. Those keys would be specific for our District. Commercial boxes are currently around $429, less for residential. The purpose of the knox boxes is so the firemen do not have to breakdown a door. Possible locations for the boxes are the county buildings, schools, churches, etc.*

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*Burtons Fire is here*, going through the trucks. Vehicle 2211 (BLM truck has issues with the pump pressure. It cannot go on calls right now. Vehicle 2213 (Forest Service truck) has had 2 trips to Modesto, the valves are shot. It got towed to Brett’s Diesel, will be around $12,000 for a new computer. Chief Cappello and volunteer K, Schendel are taking the vehicle up to Reno to get the valves flashed (Silver State International will do the work). The tank is about shot, we could probably get by for another year or two. New trucks are currently around $450,000. If we are able to get more funding sources, we could possibly pay off the water tender (currently it is scheduled to be paid off in budget year 2030/2031, at $28,046 per year).

* 1. Asst. Chief- *No report*
	2. Other discussion – Commissioner Connaughton inquired about the status of the possible DWP land for a new station at the south end of town. Chief Cappello indicated that the letter is in the process with DWP.

Secretary J. Odum reported that the Ordinance regarding billings to non-residents, was sent to County Counsel. They have made the changes we requested, and have some of their own. They would like to meet to discuss some of the issues. Some items that they want us to be aware of is that we are not allowed to use non- residents as a source of profit. We could only charge the actual costs, which includes the stipend paid to the responders, gas for the vehicles, medical supplies, insurance, loan monies, support/admin staff, etc. We would also need to make available the date justifying the fees. The Chief and Secretary will meet with Counsel to go over these and other items. We will also need to know how often the rates need to be updated, and if we could use the OES rates, instead.

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Secretary Odum also reported that only Commissioner A. Broch and J. Sharer applied for the Commissioner positions in the upcoming election, so they will continue.

* 1. Budget Report – J. Odum

 Estimated Fund Balance as of June 30, 2024

 Fire District Fund 8320: $344,354

 (We had estimated $224,166)

*This includes the $30,000 donation from Crystal Geyser.*

 Ambulance Fund 8323: $130,062

 (We had estimated $111,130)

*This includes the one-time discretionary monies from the county of $25,000 receives in Oct., 2023.*

 ACO Fund 8321: $102,663

 Wildland Fund 8324: $ 72,237

 (We had estimated $3,616)

\*\*These #’s may not reflect all revenue & expense from close of 23/24 fiscal year.

1. Consent Agenda

Approve minutes from June 10, 2024

\*\*Please note, that revenue & expenditures for June may not be complete due to end of year adjustments.

Approve estimated expenditures (rounded)for June, 2024 in the amount of $8,377 (Operating), $1,772 (Ambulance) and $4,597 (Wildland)

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Significant expenditures for June, 2024. Operating budget: $1,236, MES voice amplifiers; $480, DWP; $996 fuel;

Significant expenditures for June, 2024. No significant expenditures

Significant expenditures for June, 2024. Wildland budget: $4,597 Payroll for Cartago fire

Revenue received in Independence Fire Operating:

June, 2024 $65,643 ($17829 Maddy Grant award

 Revenue, $1,820 Interest, $15,994 taxes,

 $30,000 donation Crystal Geyser)

 Revenue received in Independence Fire Ambulance:

June, 2024 $16,765. $8,636 Ambulance billings; $5,500 sale of

 ambulance; $1,875 Maddy Grant; $754

 interest.

Revenue received in Independence Wildland:

June, 2024 $37,202 ($36,781 fire reimburs; $421, interest)

Motioned by: A. Broch Seconded: J. Sharer

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

1. Approval given at the June 10, 2024 meeting, Item XII, declaring MES Fire as a single source and authorizing the purchase and payment of 15-SCBA (Scott Packs/bottles) in the amount of $17,000 coming from the 2024-2025 Independence Fire Operating budget 832001, object code 5232 Office & Other Equipment. These bottles are not needed this year, and we have the need for money for repairs to a vehicle, so we are requesting to

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 ***Amend*** the 2024-2025 Operating budget 832001 by increasing expenses in object code 5171 Maint. Of Equip -labor & parts) by $17,000, *AND* decrease expense in object code 5232 Office & other equipment $17,000.

Motioned by: A. Broch Seconded: J. Sharer

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

1. Authorize payment to Burton’s Fire in the amount of $7,669.07 for invoices #W81957 in the amount of $7,873.70 dated 8/6/24 and a credit invoice #W82178 in the credit amount of $204.63 from Independence Fire Operating budget 832001, object code 5171 Maint. Of Equip. parts/labor. This is for repairs needed to Vehicle 2213 for the lightbar and backup alarm, the credit is for the backup alarm is still not working. It will be looked at again to repair at a later date

Motioned by: J. Connaughton Seconded: A. Broch

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

1. Approve & ratify payment to Joe Cappello for a prior year expenditure that was on his personal card. It was for fuel purchased on 8/19/21 from a Shell station in Santa Maria, CA in the amount of $85.85. Copies of Invoice and his credit card statement are attached. Reimbursement to be paid from Independence Fire Operating budget 832001, object code 5352, Fuel & Oil.

Motioned by: A. Broch Seconded: J. Sharer

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

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1. Set day & time for next meeting. *October 21, 2024 @ 6:15 p.m.*

Motioned by: A. Broch Seconded: J. Sharer

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

1. Motion to adjourn meeting at 6:13 p.m.

Motioned by: J. Connaughton Seconded: J. Sharer

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