



## MINUTES OF THE BOARD OF DIRECTORS' MEETING

April 20, 2023 AT 6:00 PM

### 1. OPENING GREETING:

- a. Meeting Called to Order by Director Fred Peterson at 6:00 PM
- b. Pledge of Allegiance
- c. Roll Call: Directors Rob Stewart, Larry Heiges, Fred Peterson and Scott Newman were present. Fire Chief Marshall Turbeville attended remotely. Treasurer Michael Pigoni and Administrative Manager Anneke Turbeville were also present.
- d. Approval of the Agenda: **A motion was made and seconded (Stewart/Heiges) to approve the agenda. All ayes.**

### 2. PUBLIC DISCUSSION: There was no public discussion.

### 3. APPOINTMENT OF DIRECTOR TO VACANT POSITION: The District received one letter of interest for the vacancy. **A motion was made and seconded (Heiges/Stewart) to appoint Pat Abercrombie as a director of the Northern Sonoma County Fire Protection District. All ayes.**

### 4. OLD BUSINESS:

- a. Consideration of Approval to Create a District-Wide Service Zone: The draft resolution was not available for the meeting. A special meeting will be held on Wednesday, May 10, 2023 from 1 to 3 PM to adopt the resolution.
- b. Update on City and Planning Unit Outreach Efforts: There is an ongoing ad hoc committee with Cloverdale.
- c. Discussion of Fire Sales Tax Measure: Dana Hampson and Mike Stornetta attended the meeting remotely and commented that allocations are due by the end of May, with March 2024 being the intended time for the measure to appear on the ballot.
- d. Strategic Planning Update: **A motion was made and seconded (Heiges/Stewart) to approve the Consulting Services Agreement for Kieser Advisory Services, with the markups. All ayes.**  
Scott Newman named the following priorities:
  - Accounting/budget/business plans
  - Data gathering/analysis
  - Stakeholder engagement
  - Service Zones
  - Progress/reasonable goals
  - Consistent/predictable revenue
  - Insurability
  - Staffing
  - Partnering
- e. Fire Station Updates:
  - Station 2: Newman reported that the Station 2 remodel has been worked on for three years and now has a new contractor. The project may have minimal engineering costs, and he thinks the remodel could cost \$520,000.

- Knights Valley: A neighbor cleaned out the drainage ditch, the container is gone, and Newman bought a new culvert to go in with a backhoe. A work day is in the planning stages.

- f. Consideration of Approval to Hire Bookkeeper: Michael Pigoni recommended waiting to hire a bookkeeper until the budget is restructured and the Board has a better understanding of the pay and needs of the position.

5. **NEW BUSINESS:**

- a. Purchase Request: **A motion was made and seconded (Stewart/Heiges) to approve the purchase of four mobile radios for up to \$15,000 and amend the budget to accommodate this purchase. All ayes.**
- b. Purchase Request: **A motion was made and seconded (Stewart/Newman) to approve the purchase of masticator lighting components up to \$6,000. All ayes.**
- c. JPA Side Letter: There will be a 50/50 split for the mechanic position, including personnel and equipment. **A motion was made and seconded (Heiges/Stewart) to approve the JPA Side Letter. All ayes.**
- d. Approval of Resolution 22/23-0420-01: **A motion was made and seconded (Stewart/Newman) to approve Resolution 22/23-0420-01 Authorizing participation in and approving the amended and restated joint exercise of Powers of Agreement of the Fire Risk Management Services Joint Powers Authority. All ayes.**
- e. Introduction and discussion of New Policies: The following policies will be discussed and approved at the next regular board meeting.
  - Policy 211: Procurement Policy
  - Policy 801: Release of Records
  - Policy 1041: Member Speech, Expression and Social Networking
- f. Fire Chief Evaluation: Director Stewart will collect the completed evaluations. A closed session will be held at the next regular meeting to discuss the evaluation forms.

6. **MINUTES: A motion was made and seconded (Heiges/Stewart) to approve the minutes from the March 16, 2023 Regular Meeting. All ayes. A motion was made and seconded (Stewart/Heiges) to approve the minutes from the March 30, 2023 Special Meeting. All ayes.**

7. **FINANCIAL REPORT:** Director Stewart presented the current financial reports.

8. **CONSENT CALENDAR: A motion was made and seconded (Heiges/Newman) to approve the March/April warrants. All ayes.**

9. **CHIEF'S REPORT:** Fire Chief Marshall Turbeville reported that vegetation fires are down due to rains. Upcoming events include the April 26 Town Meeting, May Day, Fire Expo and May 14 Knights Valley drill. As of April 6<sup>th</sup> the annexation is complete. Turbeville gave an update on the current grants.

10. **PRESIDENT'S REPORT:** President Peterson reported that he is looking forward to a productive year.

11. **GEYSERVILLE VOLUNTEER FIREFIGHTERS' ASSOCIATION (GVFA) REPORT:** The Outreach position is open. It is time to get auction donations. The GVFA bylaws are in the process of being updated. The name will change after the bylaws update.

12. **NORTHERN SONOMA COUNTY FIRE JPA COMMITTEE REPORT:** The committee met on April 11 to discuss the tax measure.
13. **CORRESPONDENCE:** Public notice of Northern Sonoma County Air Pollution Control District public hearing.
14. **FUTURE/POTENTIAL AGENDA ITEMS:** There will be a special meeting on May 10<sup>th</sup>.
15. **GOOD OF THE ORDER:** None.
16. **ADJOURNMENT OF THE MEETING:** A motion was made and seconded (Stewart/Heiges) to adjourn the meeting at 8:14 PM. All ayes.

Minutes approved as written- Motion/Second: Newman/ Stewart

Clerk of the Board: Annika Lubbeville Date: 5/18/2023