

CLOVERDALE FIRE PROTECTION DISTRICT
MINUTES FOR AUGUST 9, 2010
REGULAR MEETING

Regular meeting was called to order at 6:00 p.m. by Board President Giovanatto at Cloverdale Fire Station –451 S. Cloverdale Blvd., Cloverdale, CA

Date Posted: Pursuant to Government Code 54954.2, the agenda for this meeting was properly posted on August 6, 2010

PLEDGE OF ALLEGIANCE: Led by Board President Giovanatto

ROLL CALL:

Directors Present: Directors Green, Hill, Avansino, Giordano and President Giovanatto
Directors Absent: None
Others Present: Fire Chief, Brian Elliott, Deputy Chief, Jason Jenkins, Clerk of the Board, Michelle Black

AGENDA APPROVAL: Approved without change.

Director Giordano moved and Director Hill seconded the motion to approve the Agenda without change.

Motion carried: Aye 5 No 0 Abstain 0 Absent 0.

PUBLIC COMMENTS-GENERAL INTEREST: None

CONSENT CALENDAR:

1. Approval of Minutes for July 12, 2010 Regular meeting

Director Giordano corrected reference to “President Giordano” on the roll call; should be President Giovanatto.

Director Giordano moved and Director Avansino seconded the motion to approve the Minutes of July 12, 2010 Regular Meeting as amended.

Motion carried: Aye 5 No 0 Abstain 0 Absent 0.

PROCLAMATION/PRESENTATION(S):

PUBLIC HEARING: None held

DISCUSSION/ACTION ITEMS:

1. **Bookkeeper Report:**

- a.) Financial Report – Chief Elliott reported our expenses are at 7.87% of budget.
- b.) Approval of Claims

Director Hill moved and Director Green seconded the motion to approve the claims as presented.

Motion carried: Aye 5 No 0 Abstain 0 Absent 0.

2. Year End Report. – Chief Elliott presented a year-end financial report. Carryover is listed as \$156,020.82. President Giovanatto thanked Chief Elliott for such a thorough report.

3. City of Cloverdale post construction audit. Chief Elliott reported the audit found a \$70,000 shortage to pay for overages. Chief Elliott and the City Manager met and agreed to bring to both boards the suggestion of paying out of future impact fees. Payment of the shortage will not hold up the transfer of ownership of the building. This will require an amendment to the JPA. The Board directed the Fire Chief to draft a letter to the City of Cloverdale to proceed with recommendation for the payment to come out of future impact fees.
4. Non resident volunteer policy. Chief Elliott reported we normally use interns. This policy meets the criteria for volunteers who move out of the area but still want to be involved. We plan to keep 30 resident volunteer. Non resident volunteers would be in addition to maintaining our roster of 30 volunteers. Resident volunteers have first right of refusal for stipend shifts. President Giovanatto suggests potential non resident volunteers have some sort of documentation in their personnel file stating they are non resident volunteers. The approval of the non resident volunteer will include determining that the volunteer is in good standing with the department. The board discussed liability issues of the non resident volunteers.
5. Apparatus replacement plan. Chief Elliott reported the apparatus committee met to discuss the replacement of 6581 and the purchase of a water (both used). We would like to retire some debt and take on new debt. Retire note with a balance of \$42,xxx and bring on a new note for \$225,000 to purchase the used equipment. The note would be a 7 year note. The reasoning behind this is that every 3 ½ years we retire and bring on new debt for apparatus. USDA is offering an interest rate of 4%. The risk analysis is based on the City Gate study. The board directed the Fire Chief to proceed with the replacement plan.
6. Resolution 03-11 Santa Rosa Fire Department Training tower. The contract is for 1-6 uses of the tower for \$1000. Chief Elliott recommends proceeding with the contract as we anticipate using the tower for our Engineers Academy.

Director Avansino moved and Director Hill seconded the motion to approve Resolution 03-11 authorizing the Fire Chief to sign contract with the City of Santa Rosa Fire Department for the use of the use of the training tower.

Motion carried: Aye 5 No 0 Abstain 0 Absent 0.

7. Audit letter. Chief Elliott reported that in prior years the district board has agreed to having the Sonoma County Auditor prepare the MD&A. Currently the cost for the County of Sonoma to prepare the audit is \$9300, which includes the MD&A. President Giovanatto suggests looking into a private audit firm.

Director Avansino moved and Director Hill seconded the motion to proceed with the County of Sonoma for auditing services.

Motion carried: Aye 5 No 0 Abstain 0 Absent 0.

REPORTS:

1. President's Report – Thank you Fire Chief and staff for providing an efficient packet of information.
2. Subcommittee Reports
 - a. Budget – Revenue numbers will be available in September
 - b. Apparatus – discussed above

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- c. Building – The contractor will be here to do a walk through inspection. The District entered into a contract with CRT to perform the torque testing of the antenna tower.
 - d. Liaison – no meeting this month.
3. Volunteer Reports – Volunteers & Explorers attended a training burn in Healdsburg; we will be burning the ponds on Wednesday; we will be having a training burn at the Lake Sonoma dam at the end of the month; BBQ tickets are in.
4. Fire Chief's Report – See attached Chiefs Report

GOOD OF THE ORDER: Director Avansino reported no other forms were submitted for the November election; Director Hill reported he will be participating in an FDAC new board member training and would like to have the training here at the Cloverdale Fire Station; Congressman Mike Thompson will be here for a meet and greet on August 20th at 11:30 am.

ADJOURNMENT: The meeting adjourned at 7:37 p.m.

NEXT MEETING DATE: Special Meeting August 20, 2010 at the Cloverdale Fire Station, 451 S. Cloverdale Blvd., Cloverdale, CA