



Pliocene Ridge Community Services District

Serving the communities of Alleghany, Forest City, and Pike City
100 Pike City Road, Pike City, CA 95960

Regular Meeting Wednesday, March 21, 2012, 6:30PM, Station 67 Pike City AGENDA

I ESTABLISH QUORUM, CALL TO ORDER, FLAG SALUTE

At a regular meeting, the board may take action upon an item of business not appearing on the posted agenda if, *first*, the board publicly identifies the item, and, *second*, one or more of the following occurs:

- A. The board by a majority vote of the full board decides that an emergency as defined I government code section 54956.5 exists; or,
- B. Upon a decision by a two-thirds vote of the board or, if less than two thirds, of the board members present, a unanimous vote of those present, the board decides that there is a need to take immediate action and that the need for action came to the attention of the District after the agenda was posted; or
- C. The item was posted on the agenda of a prior meeting of the board occurring not more than five calendar days prior to the date of this meeting, and at the prior meeting the item was continued to this meeting.

Members of the public shall be afforded an opportunity to address the Board on any Agenda items except closed session items. Reasonable time limits may be established. Government Code Section 11125.7. If you have any questions or require reasonable accommodations due to a disability, please contact the Board Secretary at 530-288-3326.

II APPROVAL OF AGENDA

III PUBLIC COMMENT

IV INFORMATION/DISCUSSION ITEMS

- A. Correspondence: M. Womack
- B. Committee/Member/Business Reports:
 1. Station 71 Fire Chief Hale
 2. Station 67 Fire Chief
 3. Station 71 Auxiliary
 4. Station 67 Auxiliary
 5. Risk Manager: Dan Guyer
 6. Board Member Reports

V ACTION ITEMS

- A. Approval of Minutes February 15, 2012 Regular Meeting
- B. Approval of Treasurer's Report dated February 29, 201
Approval of Budget Adjustments
- C. Unfinished Business:
 1. Appoint Risk Management Safety Committee
 2. Personnel Safety Compliance/Evaluation: Rae
 - 3.d Status of Crown truck
- D. New Business
 1. Appointment of Pike City Fire Chief
 2. Solid Waste Fees(\$408-Alleghany, \$313 Pike City)
 3. Annual Log300 Injury Record: Risk Manager
 4. Continued discussion re PCVFD structure, possible options
 5. Loss Prevention Incentive Plan
 6. CalFire Grant # ~~992338~~ _____ *mm*
 7. Nor-Cal Continuous Quality Improvement Plan, Non-Transport

VI NEXT MEETING AGENDA ITEMS:

VII ANNOUNCEMENTS: The next regular meeting of the PRCSD Board of Directors is scheduled for April 18, 2012, 6:30pm, Station 71 Alleghany.

VIII ADJOURNMENT



Pliocene Ridge Community Services District

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Regular Meeting Wednesday, March 21, 2012, Station 67 Pike City MINUTES

A quorum was established and the meeting called to order at 6:45PM by Pres. Wayne Babros. Board members present: L. Vieira, M. Womack, W. Babros, D. Guyer, T. Buckbee. Also present: Chief Hale, Treasurer Rae Bell Arbogast, and Sup. Adams. Co Chiefs Jim Buckbee and Tom Starr were on a call out. Flag salute.

APPROVAL OF AGENDA Moved by M. Womack, seconded by D. Guyer to remove reference #992238 from "D New Business, Item 6;" add Forest Service grant approval, Item #8. **Motion passed: 5 Ayes, 0 Nays, 0 Absent, 0 Abstain, 0 Vacant.** Moved by M. Womack, seconded by D. Guyer to approve the corrected agenda. **Motion passed: 5 Ayes, 0 Nays, 0 Absent, 0 Abstain, 0 Vacant.**

PUBLIC COMMENT. None

INFORMATION/DISCUSSION ITEMS

Correspondence: 3/14/12 received a request for a department patch. Advised we do not have patches. 3/12/12 C. Dickinson copy of CalFire FEPP agreement #992338. Replied re correction to remove the vehicle which was picked up by CalFire.

Committee/Member/Business Reports:

Station 71: Chief Hale reported engine status unchanged. Chained up 7180 due to snow. Attended County Chief's meeting with T. Starr. Discussed narrow banding federal requirement. He is not sure of deadline but it is eminent. T. Starr is trying to get a package price re new radios converting to narrow band through 2012 grant. Should not negatively impact the pagers. In touch with Cascade systems re filling oxygen tanks. Lee Brown discussed training and getting some signs up asking for volunteers. ISO rpt. Last fire rating 2008. Rae to check with Mark.

Station 67: No report, Starr and Buckbee on a run.

Auxiliary 71: No report.

Auxiliary 67: Need to check bylaws re mail out ballots.

Risk Manager: Absent

Board Member Reports: L. Vieira/W. Babros reported PG&E working to clean out bird nests and one light that is out.

ACTION ITEMS

Approval of Minutes: Moved L. Vieira, seconded by T. Buckbee to correct the minutes of February 15, 2012 as follows: **Page 1, line 2, remove D. Guyer's name**(he was not at the 2/15/12 meeting) and **Page 2, line 35, change "D. Guyer" to "T. Buckbee"** and change the time from "7:28" to "7:49." **Motion to correct passed: 5 Ayes, 0 Nays, 0 Absent, 0 Abstain, 0 Vacant. Motion to approve the corrected minutes passed: 5 Ayes, 0 Nays, 0 Absent, 0 Abstain, 0 Vacant.**

Form 700 completed for all but T. Starr and J. Buckbee. Maris to get forms to them.

Approval of Treasurer's Report: Moved by M. Womack, seconded by L. Vieira to approve the Treasurer's Report of February 29, 2012. **Motion passed: 5 Ayes, 0 Nays, 0 Absent, 0 Abstain, 0 Vacant.** Need to schedule a Budget Committee meeting before next meeting and prepare budget adjustments. By consensus decided to stay with WestAmerica. Maris to get information on credit card.

UNFINISHED BUSINESS

Appointment of Risk Management Safety Committee: Postpone to next regular meeting.

Personnel Safety Compliance/Evaluation: Each chief needs to list personnel and training, copies to Secretary and Risk Manager. Postpone to next regular meeting.

Status of Crown Truck Sale: Postpone to next regular meeting.

NEW BUSINESS

Appointment of Pike City Fire Chief: No action taken.

Solid Waste Fees(\$408-Alleghany, \$313 Pike City): Postpone to May regular meeting.

Annual Log300 Injury Record Risk Manager: Postpone to next regular meeting.

Continued discussion re PCVFD structure, possible options: No action taken.

Loss Prevention Incentive Plan: Postpone to next regular meeting.

Annual Grant Application: Moved by M. Womack, seconded by D. Guyer to approve pursuing the grant. Same financial criteria as in the past. Each separate department will be responsible for their 50%. The district will process and reimburse each department when money is received. ***Motion passed: 5 Ayes, 0 Nays, 0 Absent, 0 Abstain, 0 Vacant.***

Nor-Cal Continuous Quality Improvement Plan, Non-Transport: Discussion re whose responsibility. Per Rae, transport reports are completed by Downieville Fire District since they are responsible for the ambulance. What is being requested is more clerical for non transport. That would cover firemen response. Rae will check with Jackie and see if we can send our information to Downieville to be included in their report. There is just so little activity. We will need to assign responsibility at our district level.

ANNOUNCEMENTS

The next regular meeting will be Wed., April 18, 6:30pm, Station 71 Alleghany.

NEXT MEETING AGENDA ITEMS: Follow up on Nor-Cal Continuous Quality Improvement Plan, Non Transport, items carried forward from March meeting.

ADJOURNMENT Moved by L. Vieira, seconded by T. Buckbee and passed unanimously to adjourn the meeting. So ordered by President Babros at 7:36 pm.

Respectfully submitted,

Maris Womack
Secretary

Minutes adopted 4-18-12
Date MW
as submitted or changed Initial



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 Pike City, CA 95960

Treasurers Report cut off date: February 29, 2012

					Beginning Checking Account Balance	\$ 4,804.45
Deposits						
Budget Line #	Date	From:		For:	Amount	
4040.3	2/9	PCVFD		6780 Truck Repairs	\$	750.00
4040.2	2/27			Donations for door opener	\$	680.95
		AVFD			\$	530.95
		Lee Adams			\$	100.00
		Kevin McCarthy			\$	50.00
					Deposits Total	\$ 1,430.95
Expenditures						
Budget Line #	Ck #	Date	To:	For:		
6350.2	2083	2/7	Sierra County Public Works	Fuel Alleghany	\$	54.69
6630.3	2084	2/7	Robinson Enterprises	Vehicle Repairs 6780	\$	491.37
	2085		VOIDED			
6630.3	2086	2/7	Jim Buckbee reimburse	Vehicle Repairs 6780	\$	738.28
6300.2	2087	2/10	David Arbogast reimburse	Sawzall batteries	\$	258.00
6295.2	2088	2/26	David Arbogast reimburse	Door opener station 2 Alleghany	\$	680.95
	OL	2/23	PG&E		\$	510.84
6170.2				PG&E Alleghany	\$	73.65
6170.3				PG&E Pike	\$	70.18
6171.4				Streetlights - Forest	\$	40.26
6170.4				Streetlights - Alleghany	\$	326.75
6660.3	2089	2/26	Northern Home Medical	Oxygen - Pike	\$	18.00
6630.3	2090	2/26	Riebes Auto	Vehicle Repairs 6780	\$	278.70
					Expenditures Total	\$ 3,030.83
					Ending Checking Account Balance	\$ 3,204.57
					Starting Savings account balance	\$ 14,338.96
					transfer to checking	
					interest earned	
					transfer to FUNDS	
					Ending Savings Account Balance	\$ 14,338.96
					Total Cash	\$ 17,543.53
					Fund account Starting Balance	\$ 14,587.13
					interest earned	
					transfer to checking	
					Fund account Ending Balance see budget sheet for detail	\$ 14,587.13

Pliocene Ridge CSD - Budget - Fiscal Year 2011/2012

	11/12 Budget	11/12 YTD Actual	Difference	Percentage	
4020.1 Tax Revenue Fire	\$ 23,161.00	\$ 11,601.38	\$ 11,559.62	50%	
4020.4 Tax Revenue Streetlights	\$ 4,969.00	\$ 2,633.57	\$ 2,335.43	53%	
4030.1 Donations District					For door opener
4030.2 Donations Allegheny	\$ 3,007.92	\$ 680.95	\$ (680.95)	125%	Truck Payment Pike+ 50% CDF (FY10/11) Grant
4030.3 Donations Pike	\$ 120.00	\$ 100.00	\$ 20.00	83%	
4030.4 Donations Steelights	\$ 1,000.00	\$ 763.22	\$ 236.78		GRSMA Taining Grant
4040.1 Grants District					
4040.2 Grants Allegheny	\$ 1,324.40	\$ 1,324.20	\$ 0.20		FY 10/11 CDF grant, final bill submitted after 7/1/11
4040.3 Grants Pike					
4060.2 Surplus Sales Allegheny					
4060.3 Surplus Sales Pike					
4070.2 Mutual Aid Allegheny		\$ 333.96	\$ (333.96)		
4070.3 Mutual Aid Pike		\$ 1,056.20	\$ (1,056.20)		
7030.1 Other Income		9.38	\$ (9.38)		Interest Income
Revenue Total	\$ 33,682.32	\$ 22,260.58	\$ 11,321.74	66%	
OVERHEAD EXPENSES					
6170.2 Electricity Allegheny	\$ 900.00	\$ 445.00	\$ 455.00	49%	
6170.3 Electricity Pike	\$ 1,000.00	\$ 578.54	\$ 421.46	58%	
6172.2 Telephone Allegheny	\$ 220.00	\$ 144.54	\$ 75.46	66%	
6172.3 Telephone Pike	\$ 180.00	\$ 99.55	\$ 80.45	55%	
6174.2 Water Allegheny	\$ 396.00	\$ 396.00	\$ -	100%	
6176.2 Propane Allegheny	\$ 800.00	\$ 359.36	\$ 440.61	45%	
6180.1 Insurance	\$ 9,237.90	\$ 9,237.90	\$ -	100%	
6230.1 Compliance/Training	\$ 100.00	\$ 97.00	\$ 3.00	97%	
6250.1 postage/copies/office supplies	\$ 200.00	\$ 97.00	\$ 103.00	49%	
6265.1 County Mgmt Fee	\$ 3,000.00	\$ 3,000.00	\$ 0	100%	
6270.1 Bookkeeping	\$ 750.00	\$ 412.50	\$ 337.50	55%	
6273.1 Auditor Fee	\$ 800.00	\$ -	\$ 800.00	0%	
6275.1 Board Development Fee		\$ 113.22	\$ (113.22)		
6280.2 Solid Waste Fee Allegheny	\$ 408.00	\$ 407.70	\$ 0.30	100%	
6280.3 Solid Waste Fee Pike	\$ 313.00	\$ 312.66	\$ 0.34	100%	
6295.2 Building Maint. Allegheny		\$ 680.95	\$ (680.95)		
6295.3 Building Maint. Pike					
6301.1 Training Equipment			\$ 0		
Other Expenses					
Subtotal	\$ 18,304.90	\$ 13,284.85	\$ 5,020.05	73%	
AVFD					
6230.2 Op Compliance/Training	\$ 500.00	\$ 708.05	\$ (208.05)	142%	
6296.2 Mutual Aid Payroll	\$ 500.00	\$ 675.32	\$ (175.32)	135%	
6300.2 Small Equipment	\$ 300.00	\$ 300.00	\$ 0	100%	
6301.2 Equipment Repairs & Maint	\$ 500.00	\$ 497.72	\$ 2.28	100%	
6350.2 Fuel	\$ 1,500.00	\$ 1,050.28	\$ 449.72	70%	
6630.2 Vehicle Repair & Maint	\$ 600.00	\$ 443.63	\$ 156.37	74%	
6660.2 Supplies	\$ 3,900.00	\$ 3,375.00	\$ 525.00	87%	
Subtotal	\$ 7,700.00	\$ 6,653.75	\$ 1,046.25	87%	
6230.3 Op Compliance/Training	\$ 500.00	\$ 391.28	\$ 108.72	78%	

	11/12 Budget	11/12 YTD Actual	Difference	Percentage
PCVFD				
6296.3 Mutual Aid Payroll	\$ 3,148.80	\$ 2,648.40	\$ 500.40	84%
6300.3 Small Equipment	\$ 300.00	\$ 230.39	\$ 69.61	77%
6301.3 Equipment Repairs & Maint.	\$ 1,000.00	\$ 463.43	\$ 536.57	46%
6350.3 Fuel	\$ 1,500.00	\$ 2,670.17	\$ (1,170.17)	178%
6630.3 Vehicle Repair & Maint.	\$ 100.00	\$ 80.00	\$ 20.00	80%
6660.3 Supplies	\$ 6,548.80	\$ 6,483.67	\$ 65.13	99%
Subtotal				
	\$ 3,960.00	\$ 2,568.99	\$ 1,391.01	65%
6170.4 Streetlight Expense Allegheny	\$ 492.00	\$ 320.25	\$ 171.75	65%
6171.4 Streetlight Expense Forest	\$ 4,462.00	\$ 2,889.24	\$ 1,562.76	65%
Lights Total				
	\$ 33,205.70	\$ 26,032.76	\$ 7,172.94	78%
Total Income Statement Expenses				
Income Statement net change	\$ 376.62	\$ (3,772.18)	\$ 4,148.80	-1002%
P & L				
1350.2 Equipment Allegheny				
1350.3 Equipment Pike				
1370.2 Vehicles Allegheny				
1370.3 Vehicles Pike				
Fixed Assets Expenditures total	\$ -	\$ -	\$ -	
Balance Sheet				
1200.0 Accounts Receivable				
2000.1 Accounts Payable	\$ (1,683.52)	\$ (1,683.52)		
Details on Fund sheet				
Fund Additions	\$ (637.00)	\$ (100.00)		
Fund Withdrawals	\$ 2,497.00	\$ 2,000.00		
Net (moved to) or taken from funds	\$ 1,860.00	\$ 1,900.00	\$ -	
NET CHANGE -CASH FLOW	\$ 553.10	\$ (3,555.70)	\$ 4,148.80	
Surplus to Contingency Fund	\$ 500.00			
Fund Balances				
10/11 Year-end				
Contingency Fund	\$ 3,300.00	\$ 1,300.00		
Audit Fund	\$ 2,400.00	\$ 2,400.00		
Streetlight Fund	\$ 1,528.74	\$ 1,628.74		
PCVFD Building Fund	\$ 8,199.27	\$ 8,199.27		
PCVFD Vehicle Fund	\$ 293.81	\$ 293.81		
AVFD Building Fund	\$ 439.74	\$ 439.74		
AVFD Vehicle Fund	\$ 319.02	\$ 319.02		
Interest earned		\$ 6.55		
Total Funds	\$ 16,480.58	\$ 14,587.13	\$ -	0%

See FUND sheet for details (two exceptions listed below).
 Contingency fund addition listed separately (above) for budget purposes.
 Audit fund addition is listed under Overhead Expenses, move to fund at year-end.

Truck Payment 6780 (see donations Pike under income)

Streetlight income less expense - goes into streetlight fund
 \$2,000 from contingency and \$497 from Streetlights (add to budget)