



MINUTES of the Regular Meeting of the Pliocene Ridge CSD Board of Directors

Date: Thursday January 19, 2023 Time: 6:30 pm

Location: Alleghany Firehouse Station 2.

1. Oath of office administered to Lawrence (Larry) Allen by Sierra County Deputy Clerk Rae Bell Arbogast.

ESTABLISH QUORUM, CALL TO ORDER, FLAG SALUTE: The meeting was then called to order at 6:45 pm by President Larry Allen. **Flag Salute.** Present: Board members, Larry Allen, Bruce Coons, and Chris Mills. Directors Pam Davis and Grace Lundeen had reported in advance that they could not attend. Also in attendance: Pliocene Ridge Fire Chief Chris Dorn, Acting Chief Jim Buckbee, Alleghany Assistant Chiefs David Arbogast and Ned Cusato. Public present: Chris King, Jamie Perkio and Vicky Tenney. PRCSD Secretary Rae Bell Arbogast was present and took the minutes.

2. CONSENT CALENDAR:

Approval of current Agenda, Minutes for regular meeting held November 17, 2022 and Treasurer's reports for November & December 2022. **A motion was made to approve the consent calendar by Chris Mills, seconded by Bruce Coons Ayes: Allen, Coons, Mills Noes: none Absent: Davis, Lundeen Abstain: none ~ Motion carried.**

3. PUBLIC COMMENT: Vicky Tenney wanted to mention that providing a call-in option to the meetings is appreciated. Secretary Rae Bell will investigate the new Brown Act rules regarding providing this option.

4. INFORMATION/DISCUSSION ITEMS

a) Correspondence:

Incoming: Christmas Cards from, Boden, Klein and Sneesby, Golden State Risk Management Authority and Streamline, Oath of office for Larry Allen, 3 requests for district patches, US Census Bureau survey request (not mandatory), Customer update from Alleghany County Water District, Notice from Air Med Care Network that their membership rates are increasing effective Jan 3, 2023, Letter from State Controllers Office about New Data Exchange Portal for Gov. Compensation report, Letter from State Controller's about 2021-22 Special District's Financial Transactions Report,

Outgoing: 4 patches mailed to 3 people who sent \$20 per patch, CQI forms for 2022 mailed to NORCAL EMS, State Controllers letters referenced above, scanned and sent to Blain Boden,

b) Committee/Member/Business Reports:

1. Chief's Report ~ Acting Chief Jim Buckbee reported that it has been busy with several medical calls and a few mutual aid fire calls recently. The district recently succeeded in getting NORCAL EMS to send a letter allowing the district to fill oxygen bottles at Airgas with their medical license. [Not just Pliocene Ridge CSD but ALL departments and agencies under NORCAL EMS.]

2. Assistant Chief's Report: Alleghany Fire Assistant Chief David Arbogast reported that they have been attending weekly trainings in Pike and the trainings are really good. There have been four medical calls since the last meeting. They got the snow chains on Engine 7181.

3. AVFD Inc. Non-Profit Corp: ~ No report.

4. Pike Community Support Foundation ~ No report

5. *Board Member/Staff Reports* ~ Streetlight Manager Bruce Coons reported that light #5 in Forest City still has not been fixed. He will continue to follow-up with PG&E. Rae Bell provided a draft 2022 update to be sent to district residents and property owners for input.

6. *Firewise Community Projects* ~ No report

7. *Firehouse Projects & ADA Compliance:*~ No report

7. *Pending Grants:* Rae Bell reported that the County is paying a grant writer to prepare an application for the Federal Assistance to Firefighters Grant. This is a County-Wide grant application encompassing all fire districts within the County. The request will be for communications equipment, so that all fire departments are upgraded at the same time with equipment that is programmed the same throughout the county. Sierra City Fire District # 1 is pulling the data together to provide to the grant writer. Rae Bell reported that she had put in just under 20 hours over the last few weeks on this request which included 3 years' worth of financial data, call data, lists of vehicles, radio equipment information and personnel.

5. ACTION ITEMS

a) Unfinished Business

None

b) New Business

1. *Appoint Officers for 2023:* After a brief discussion a motion was made by Bruce Coons to retain the current slate of officers for another year: Larry Allen, President, Bruce Coons, Vice President, Rae Bell Arbogast, Secretary/Treasurer. The motion was seconded by Chris Mills. **Ayes: Allen, Coons, Mills Noes: none Absent: Davis, Lundeen Abstain: none ~ Motion carried.**

2. *Review Audit letter and Accept Audit Report for Fiscal year 21-22.* A motion to accept the Audit Report was made by Chris Mills and seconded by Bruce Coons. **Ayes: Allen, Coons, Mills Noes: none Absent: Davis, Lundeen Abstain: none ~ Motion carried.**

3. *Resolution #23-092 in Appreciation of Downieville FPD for providing PRCSD with an ambulance.* A motion was made by Bruce Coons to adopt the resolution as presented with one minor change. Seconded by Chris Mills. **Ayes: Allen, Coons, Mills Noes: none Absent: Davis, Lundeen Abstain: none ~ Motion carried.**

4. *Closed Session for Employee Review Per Gov. Code 54957:* The board went into closed session at 6:59 pm. All members of the public left. No board action was taken. The board came out of closed session at 7:22 PM.

6. ANNOUNCEMENTS, NEXT MEETING DATE & AGENDA ITEMS

The next regular meeting is scheduled for February 16, 2023 at the Pike Firehouse.

7. ADJOURNMENT:

There being no further business before the board, the meeting was adjourned at 7:24 PM.

Respectfully submitted,


Rae Bell Arbogast, Secretary



Pliocene Ridge Community Services District
100 Pike City Road
Pike City, CA 95960

plioceneridge.org

plioceneridge@gmail.com

CERTIFICATE OF POSTING

I, Rae Bell Arbogast certify that the following document was posted on behalf of Pliocene Ridge CSD, Sierra County California:

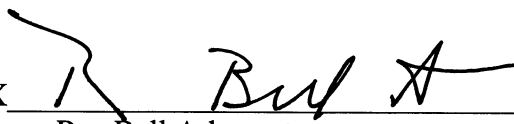
Regular Meeting Agenda Meeting date: 1/19/23

In the following location(s):

Alleghany Post Office Bulletin Board, plioceneridge.org, emailed to agenda list. Pike FH

On 1/16/23 (date)

A copy of which is attached hereto and by reference made a part hereof.

Signed under penalty of perjury: X 
Rae Bell Arbogast



Pliocene Ridge Community Services District

100 Pike City Road
Pike City, CA 95960

plioceneridge.org

plioceneridge@gmail.com

NOTICE OF REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday January 19, 2023, 6:30 pm

Location: Alleghany Fire Station 2, 514 Miners Street

ALL MEETING DOCUMENTS ARE POSTED ONLINE plioceneridge.org

1. Administer Oath of Office Lawrence Allen.

ESTABLISH QUORUM, CALL TO ORDER, FLAG SALUTE

2. CONSENT CALENDAR

a) Approval of Agenda, b) Approve Minutes for regular meeting held November 17, 2022 c) Ratify Treasurer's report & bill payments for November & December 2022

3. PUBLIC COMMENT: Complaints about individuals are to be submitted in writing per Article II section 15 of the bylaws. The public may be heard before or during the consideration of any agenda item to be considered by the board, subject to reasonable time limitations for each speaker. Members of the public may address matters under the jurisdiction of the Board of Directors, and not on the posted agenda, provided that no action shall be taken by the board unless the matter is deemed urgent by a 2/3 vote.

4. INFORMATION/DISCUSSION ITEMS, STAFF &/OR COMMITTEE REPORTS

- a) Correspondence since last meeting –
- b) Committee/Member/Business Reports:
 - 1. District Chief's report
 - 2. Assistant Chiefs' report
 - 3. Alleghany Volunteer Fundraising District
 - 4. Pike Community Support Foundation
 - 5. Board Member/Staff Reports
 - 6. Firewise Communities
 - 7. Firehouse Projects & ADA Compliance ~
 - 8. Pending Grants –

5. DISCUSSION and POSSIBLE ACTION ITEMS:

- a) Unfinished business:
 - 1. Unfinished business to be resumed next month.
- b) New business
 - 1. Appoint officers for 2023.
 - 2. Review Audit letter and Accept audit report for FY 21-22
 - 3. Resolution #23-092 in Appreciation for Downieville Fire Protection District for providing our Ambulance.
 - 4. Closed session for Employee Review Per Gov. Code 54957.

6. ANNOUNCEMENTS, NEXT MEETING DATE & AGENDA ITEMS ~ Next meeting date February 16, 2023 in Pike. Agenda Items: Review Ambulance MOU with Downieville Fire Protection District (DFPD) representatives.

7. ADJOURNMENT

Upon request, agendas will be made available in alternative formats to accommodate persons with disabilities. Please make your request to District Secretary, 100 Pike City Rd, Pike CA 95960 or plioceneridge@gmail.com specifying your disability and the format in which you would like to receive this agenda and future agendas.

SEND AN EMAIL TO plioceneridge@gmail.com to be added to the email list for meeting notices.



Pliocene Ridge Community Services District

Serving the Communities of Alleghany, Forest City and Pike City
 100 Pike City Road
 Pike City, CA 95960
 plioceneridge.org

Treasurer's Report for November 2022

Beginning Checking Account Balance \$ 6,274.98

DEPOSITS

Date	From:	For:	Amount
Deposits Total			\$ -

EXPENDITURES

Ck #	Date	To:	For:	Amount
EFT	11/2	WA credit card	break-down below	\$ 1,241.51
			PGE Alleghany Firehouse 2 months	\$ 134.74
			PGE Pike Firehouse 2 months includes Cal OES pre-position days	\$ 392.03
			Alleghany streetlights 2 months	\$ 545.53
			Forest City Streetlights 2 months	\$ 37.37
			PGE Credit posted to other income	\$ (36.73)
			Mountain Mess. budget notice publication	\$ 43.87
			Peter's well drilling parts for pump at Pike Firehc	\$ 124.70
EFT	11/2	PG&E	Bill total \$430.70 got a credit of \$157.20 applied to bill	\$ 273.50
			Alleghany Firehouse	\$ 55.80
			Pike Firehouse	\$ 83.45
			Alleghany Streetlights	\$ 272.76
			Forest City Streetlights	\$ 18.69
			PGE Credit posted to other income	\$ (157.20)
counter check	11/3	Rae Bell Arbogast	\$600 regular contract 3 mos ended 9/30 + \$185 firewise admin reimbursed by county	\$ 785.00
counter check	11/3	AT&T	two months AT&T both fire stations	\$ 118.22
counter check	11/3	Sierra County Tax coll.	solid waste fee Pike \$122.28 Alleghany \$101.90	\$ 224.18
PURCHASED NEW CHECKS FOR NEW ACCOUNT #				
783 thru 789	VOIDED	New manual checks start with # 790		
2637 thru 2639	VOIDED	New printer checks start with # 2640		
2640	11/11	Sierra County Public Works	Fuel Alleghany \$246.69 Fuel Pike \$217.74 goes back to June	\$ 464.43
2641	11/28	Cameron Shay	S-244/245 Field Observer/Display Processor training	\$ 300.00
2642	11/28	Sierra County Public Works	Fuel Alleghany	\$ 184.87
2643	11/28	Suburban Propane	Propane Pike	\$ 145.39
EFT	11/30	Bank fee, new account has minimum balance requirement, asked for waiver		\$ 12.00
Expenditures/transfers Total				\$ 3,749.10

Reserve Account Detail	
Contingency	\$ 24,500.00
Alleghany Fire Unallocated	\$ 3,000.00
Alleghany Dispatch Office	\$ 700.00
Pike City Fire Unallocated	\$ 16,000.00
Streetlights	\$ 7,126.30
Pike City Firehouse	\$ 3,064.76
Pike City Engines	\$ 11,202.95
Alleghany Firehouses	\$ 11,409.37
Alleghany Engines	\$ 4,588.78
Interest Earned	\$ 5.75
Reserve Account Total	\$ 81,597.91

Ending Checking Account Balance \$ 2,525.88

Starting Savings account balance \$ 11,990.61

Ending Savings Account Balance \$ 11,990.61

General Fund (accounts listed above) Total \$ 14,516.49

Reserve account Starting Balance \$ 78,597.91

Donation to Pike FD \$ 3,000.00

Reserve account Ending Balance \$ 81,597.91

Report prepared by Rae Bell, Treasurer

Total ALL FUNDS \$ 96,114.40

Verified against bank statement and QB balances by: X

Name Printed

Note: Savings and Reserve account reconciled quarterly.

title



Pliocene Ridge Community Services District

Serving the Communities of Allegheny, Forest City and Pike City
 100 Pike City Road
 Pike City, CA 95960
 plioceneridge.org

Treasurer's Report for December 2022

Beginning Checking Account Balance \$ 2,525.88

DEPOSITS

Date	From:	For:	Amount
12/28	see below		\$ 15,745.69
	Public	Donations for patches (four patches) 3 requests	\$ 80.00
	Sierra County Auditor	break-down below	Total ck \$ 15,665.69
		tax revenue Fire	\$ 12,919.04
		tax revenue Streetlights	\$ 2,746.65
County admin fee of \$4,844.03 posted against tax revenue fire, will be adjusted after final check for FY 22-23 is received for streetlight portion of fee.			
12/28		Fire Extinguisher reimbursements Museum and Historical Church (Library)	\$ 30.00
12/30	WA Bank	refund of \$12 minimum balance fee charged in Nov.	\$ 12.00
Deposits Total			\$ 15,787.69

EXPENDITURES

Ck #	Date	To:	For:	Amount
EFT	12/1	WA credit card	break-down below	\$ 179.23
			Postage	\$ 17.05
			Suburban Propane tank rentals \$45 Allegheny + \$65 Pike plus .68 late fee	\$ 110.68
			Interest to be refunded next month (paid one-day late but called and requested refund)	\$ 51.50
EFT	12/2	PG&E		\$ 506.66
			Allegheny Firehouse	\$ 121.78
			Pike Firehouse	\$ 93.45
			Allegheny Streetlights	\$ 272.76
			Forest City Streetlights	\$ 18.67
2644	12/15	AT&T	Phones \$28.92 each Pike City FH and Allegheny Station 1	\$ 57.84
2645	12/15	Jorgenson	Fire ext. recert \$170 Pike \$195 Allegheny plus \$30 owed for two others	\$ 395.00
Expenditures/transfers Total			\$ 1,138.73	

Reserve Account Detail	
Contingency	\$ 24,500.00
Allegheny Fire Unallocated	\$ 3,000.00
Allegheny Dispatch Office	\$ 700.00
Pike City Fire Unallocated	\$ 16,000.00
Streetlights	\$ 7,126.30
Pike City Firehouse	\$ 3,064.76
Pike City Engines	\$ 11,202.95
Allegheny Firehouses	\$ 11,409.37
Allegheny Engines	\$ 4,588.78
Interest Earned	\$ 11.86
Reserve Account Total	\$ 81,604.02

Ending Checking Account Balance \$ 17,174.84

Starting Savings account balance \$ 11,990.61

interest earned \$ 0.92

Ending Savings Account Balance \$ 11,991.53

General Fund (accounts listed above) Total \$ 29,166.37

Reserve account Starting Balance \$ 81,597.91

interest earned \$ 6.11

Reserve account Ending Balance \$ 81,604.02

Report prepared by Rae Bell, Treasurer

Total ALL FUNDS \$ 110,770.39

Verified against bank statement and QB balances by: X
 Note: Savings and Reserve account reconciled quarterly.

Name Printed

title

Sierra County
 Auditing Department
 P.O. Box 425
 Downieville, CA 95936
 (530) 289-3273 Fax (530) 289-2842



FY 22-23 Installment #1
 ≈ 53%
 #4020 Streetlights = \$2,746.65
 #4020.1 Fire = \$14,919.04

Memo

To: Pliocene Ridge CSD
From: Van Maddox, Auditor/Controller - Treasurer/Tax Collector - Risk Manager - Budg
Date: December 12, 2022
Re: Distribution of Taxes - December Apportionment

Enclosed, please find a check for tax distribution in the amount of	<u>\$ 15,664.69</u>
Current Secured Property Tax	19,574.83
Current Unsecured Property Tax	931.99
Prior Secured Property Tax	
Prior Unsecured Property Tax	
Supplemental Property Tax	
Supplemental Unsecured	
Timber Yield Tax	
Homeowners Property Tax	
Interest Apportionment	2.90
Property Tax Roll Fees	<u>(4,844.03)</u>
Subtotal	15,665.69
Less: Property tax solid waste on the property Tax Roll	-
Total Check Amount Enclosed:	<u>\$ 15,665.69</u>

Fee JE \$4,844.03 -
 DR Sierra County - suggest fee
 CR 4020.1 Fire Revenue
 *calculate streetlight portion of county
 fee after find FY 22-23 - payment is
 received per policy.

If you have any questions regarding this payment, please contact the Sierra County Auditor's Office at (530) 289-3273



Pliocene Ridge Community Services District

100 Pike City Road
Pike City, CA 95960

Website: plioceneridge.org email: plioceneridge@gmail.com

2022 in review

DRAFT

Emergency Response The district had a total of 42 “tone-outs” in 2022.

By category:

Fire 8 calls (19%) Seven were mutual aid calls (outside of the district)
Medical 16 calls (38%)
Hazards 2 calls (5%) One was a mutual aid call (outside of the district)
Service Calls 7 calls (17%) One was a mutual aid call (outside of the district)
Good Intent 9 calls (21%) This category includes cancellations. Eight in this category were outside of the district.

By response area: 25 calls (60%) within the district boundaries and 17 outside (40%).

By Fire Dept. Both Depts: 12 calls, Alleghany FD: 3 calls, Pike City FD: 27 calls.

Note: All mutual aid calls were for the Pike City FD for the N. San Juan and Camptonville response areas.

In addition to the calls listed above the district filled two “stand-by” assignments with Cal-OES. One in August for two days, for predicted lightning strikes, and one in September for 6 days, for extreme fire weather. The crew consisted of members of both fire departments. These were paid calls, enabling the district to earn much needed revenue.

Other activities

- ❖ In addition to regular weekly trainings, the district hosted a 2-day Red Cross Public Safety First Aid/CPR with Oxygen Administration class in March.
- ❖ A new (used) fire engine for Alleghany was purchased for \$18,821.72. This truck is a major upgrade for the fleet. It was paid for as follows: \$16,201.07 from the Alleghany Vehicle Reserve Fund and \$2,620.65 from the district’s general fund. The Vehicle Reserve Fund included a previous year donation of \$8,000 from the AVFD Non-Profit corporation.
- ❖ Firewise informational Community Potluck held at Plum Valley on April 9th.
- ❖ One EMT attended the Rural Medical First Responder Skills Day hosted by Sierra City Fire in May. District First responders attended several other trainings hosted by other departments throughout the year.
- ❖ Three surplus fire trucks were sold (two from the Pike Fire Dept. and one from the Alleghany Fire Dept.)
- ❖ The well pump at the Pike City Firehouse was replaced.
- ❖ An electronic sign for community announcements and emergency messages was installed at the Pike City Firehouse. The sign was purchased by the Pike Community Support Foundation and donated to the district. It was installed by volunteers.
- ❖ The screws in the tin roof at Fire Station 1 in Alleghany were replaced.
- ❖ Annual Financial Audit by independent auditing firm completed with no adverse findings.

DRAFT



Resolution 23-092
A RESOLUTION IN APPRECIATION
OF DOWNIEVILLE FIRE PROTECTION DISTRICT

DRAFT

WHEREAS:

1. Pliocene Ridge Community Services District (PRCSD) does not have the capacity to become an ambulance provider.
2. Over 20 years ago Downieville Fire Protection District agreed to house an ambulance in Alleghany to be staffed by PRCSD personnel.
3. Not only has Downieville Fire Protection District housed an ambulance in Alleghany for all of these years, they have also stocked the ambulance with supplies, provided continuing education training to our EMTs and paid for all vehicle maintenance costs for the ambulance.
4. This ambulance has been instrumental in saving many lives over the years by providing Pliocene Ridge CSD emergency responders with a means to transport ill and injured persons to helicopter landings, the hospital or an ALS ambulance rendezvous.

THEREFORE BE IT RESOLVED THAT:

The Board of Directors of Pliocene Ridge CSD hereby recognizes and sincerely thanks Downieville Fire Protection District for their steadfast commitment to providing emergency medical resources to the people and communities of ~~Pliocene Ridge~~ Sierra County

ADOPTED by the Board of Directors of Pliocene Ridge Community Services District on the 19th day of January 2023 by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

Larry Allen, President

Bruce Coons, Vice President

Chris Mills, Director

Grace Knowles, Director

Pam Davis, Director

ATTEST:

Rae Bell Arbogast
Secretary