



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

Date: Thursday February 17, 2022 6:30 pm

Held by conference call.

1. ESTABLISH QUORUM & CALL TO ORDER: The meeting was called to order at 6:32 pm by Vice President Bruce Coons. Present: Board members, Bruce Coons, Larry Allen, Grace Knowles and Chris Mills. Also in attendance: District Fire Chief Chris Dorn, Alleghany Assistant Chief David Arbogast, Pike Community Support Foundation President Roland Robertson and Treasurer Denise Ruane, members of the public Vicky Tenney and Christina Dorn. PRCSD Secretary Rae Bell Arbogast took the minutes.

2. CONSENT CALENDAR:

Agenda, Minutes and Treasurer's report

A motion was made to approve the consent calendar as presented by Chris Mills, seconded by Larry Allen Ayes: Allen, Coons, Knowles, Mills Nays: none Absent: none Abstain: none Vacant: one~ Motion carried.

3. PUBLIC COMMENT: none

4. INFORMATION/DISCUSSION ITEMS

a) Correspondence See Staff report for list.

b) Committee/Member/Business Reports:

1. Chiefs Report ~ Chief Dorn reported that activity has been light. They had a couple of cancelled mutual aid calls since the last meeting. Staffing has been low with lots of responders out of town. He's been working on possible vehicle acquisitions.

2. Assistant Chief's report: Assistant Chief Arbogast reported that both departments have been taking a title 22 public safety first aid class. There was an eight hour training on Sat. Feb 28th with additional class time being carried out on regular training nights. Alleghany hasn't had any calls since the last meeting. Been busy maintaining equipment.

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

4. Pike Community Support Foundation ~ Roland reported that they are looking into an electronic sign for the Pike Firehouse. This will be a tool for communication for the entire ridge, for fire dept. notices, training night, disasters etc. He wanted to know if the district could handle the installation. Chief Dorn stated that he is completely for it and will volunteer his time to install it. It will require a permit. Item to be placed on next month's agenda for Pliocene Ridge CSD board approval.

5. Board member/staff reports: A staff report was provided in writing. Additionally, streetlight manager Bruce Coons reported that the light in Forest City that was out got replaced. Also, one light in Alleghany that is supposed to be off and that is not being paid for by the district was recently upgraded to a LED.

6. Firewise Community Projects ~ Provided in writing on staff report.

7. Firehouse Projects & ADA Compliance: Written report provided on staff report.

8. *Pending Grants:* Rae reported that she had completed the application for the district to be added to the State's Fire Risk Reduction Communities List. This is related to a recent State mandate for prioritizing grant recipients. It looks like the district will qualify for the list thanks to the firewise efforts. She isn't sure when we will be notified if the application is accepted.

5. ACTION ITEMS

a) Unfinished Business

1. *Bylaws-Policies* – The draft record retention policy that was provided in January was tabled until more board members can read it. Rae to mail copies.

2. *MOU between the District and the non-profit corporations:* Vicky Tenney reported that the Alleghany non-profit had changed their name to the Alleghany Volunteer Fundraising District and Bruce reported that their Chairman and Secretary had stepped down due to health issues. Currently they have three remaining board members.

3. *Status of Dan Guyer's letter of resignation:* **A motion to accept Daniel Guyer's letter of resignation was made by Chris Mills and seconded by Larry Allen. Ayes: Allen, Coons, Knowles, Mills Nays: none Absent: none Abstain: none Vacant: one~ Motion carried.**

4. *Appoint officers:* Bruce Coons, nominated Larry Allen as President and agreed to remain as VP. The Secretary/Treasurer's position is tied into Rae Bell's contract for services. The following slate of officers was put forward for a vote: Larry Allen, President, Bruce Coons, Vice President, Rae Bell Arbogast Secretary/Treasurer. **A motion to accept the slate of officers as listed was made by Grace Knowles and seconded by Chris Mills. Ayes: Allen, Coons, Knowles, Mills Nays: none Absent: none Abstain: none Vacant: one~ Motion carried.**

5. *Agreement # 2022-011 between Sierra County and Pliocene Ridge Community Services District:* This agreement lays out the terms for the transfer of funds from the County to Pliocene Ridge CSD for the use of Station 2 as a PG&E community resource center. **A motion to approve agreement 2022-011 was made by Larry Alan and seconded by Chris Mills. Ayes: Allen, Coons, Knowles, Mills Nays: none Absent: none Abstain: none Vacant: one~ Motion carried.**

6. *Alleghany Firehouse Improvement Project:* Report provided in writing, 100% funding for Alleghany firehouse project NOT available as previously thought. Rae Bell suggested that a Planning Committee be formed to work on "big picture" long-term and short-term planning. Christina Dorn and Bruce Coons volunteered to be on the committee. Rae to ask Dan Guyer and Ned Cusato. Chris Dorn was shanghaied.

7. *Status of title III funds for projects to replace Wayman Dam request:* Written report provided. It doesn't look like vehicles or water tanks qualify.

b) New Business

1. *Adoption of resolution 22-088 to continue the ability to hold remote meetings:* **A motion to adopt Resolution 2022-088 was made by Larry Allen, seconded by Chris Mills Ayes: Allen, Coons, Knowles, Mills Nays: none Absent: none Abstain: none Vacant: one~ Motion carried**

2. *Correct the number of Resolution 22-087:* It was noted by the Secretary that she had forgotten to change the first three digits of resolution # 087 to reflect the new year. As a consensus item, she wanted the resolution correction to be documented in the minutes.

3. *Review and accept audit results for fiscal year 20-21: A motion to accept the independent auditor's report for fiscal year 20/21 was made by Grace Knowles, seconded by Larry Allen Ayes: Allen, Coons, Knowles, Mills Nays: none Absent: none Abstain: none Vacant: one~ Motion carried*

4. *Review budget vs. actual results for first six months of fiscal year 21/22. Report not prepared in time for meeting. Tabled to next month.*

5. *Consider authorizing Chief Dorn to spend up to \$20,000 for a new firetruck for Alleghany. Written report provided. A motion to authorize the purchase of engine E257 from the Peardale Fire Protection District for up to \$20,000 was made by Larry Allen , seconded by Grace Knowles Ayes: Allen, Coons, Knowles, Mills Nays: none Absent: none Abstain: none Vacant: one~ Motion carried*

6. *Confirm minimum bid amounts for three surplus fire trucks: Chief Dorn stated that he would like to get Assistant Chief Buckbee's input before any decision is made. Motion tabled.*

7. *Accept audit engagement letter for fiscal year 2021-2022 from Boden Klein and Sneesby: A motion to accept the engagement letter as presented was made by Larry Allen , seconded by Grace Knowles Ayes: Allen, Coons, Knowles, Mills Nays: none Absent: none Abstain: none Vacant: one~ Motion carried*

ANNOUNCEMENTS, NEXT MEETING DATE & AGENDA ITEMS

It was announced that a "STOP THE BLEED" class for community members is scheduled for March 30th at the Pike Firehouse.

The next regular meeting is scheduled for March 17, 2022. It was decided by consensus to hold a remote meeting.

Next meeting agenda items: Adopt records retention policy, electronic sign installation commitment, use of free-legal with CSDA membership to determine loan rules for CSDs.

ADJOURNMENT:

There being no further business before the board, the meeting was adjourned at 8:00 PM.

Respectfully submitted,

Rae Bell Arbogast
Secretary