



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 May 11, 2023, 6:30 pm

Location: Alleghany Station 2 514 MINERS STREET

ALL MEETING DOCUMENTS ARE POSTED ONLINE plioceneridge.org

1. Administer oath of Office Pam Davis, ESTABLISH QUORUM, CALL TO ORDER, FLAG SALUTE

2. CONSENT CALENDAR

a) Approval of Agenda, b) Approve Minutes for regular meeting held April 20, 2023 c) Ratify Treasurer's report & bill payments for April 2023 plus a correction to the March report.

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' reports

3. AVFD non-profit corp.

4. Pike Community Support Foundation

5. Board Member/Staff Reports

6. Firewise Communities

7. Firehouse Projects & ADA Compliance ~ Planning Committee Report

8. Pending Grants –

5. DISCUSSION and POSSIBLE ACTION ITEMS:

a) Unfinished business:

1. Nothing ready for board action.

b) New business

1. Motion to rescind decision made on March 16th regarding changes to Policy # 2010.

2. Motion to rescind decision to put mutual aid revenue earned in 2022 in the General Fund.

3. If the items above are passed there needs to be a discussion about addressing the mutual aid income earned in 2022 because the previous version of the policy does not address a situation wherein an engine from one dept. responds with firefighters from both depts.

4. Draft Preliminary budget for Fiscal Year 23/24, to be adopted in June.

6. ANNOUNCEMENTS, NEXT MEETING DATE & AGENDA ITEMS ~ Next meeting date June 15, 2023 in Pike Agenda Items: Fiscal Year 23/24 Preliminary budget adoption. Add remote call-in option to bylaws.

7. ADJOURNMENT

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**MINUTES of the Regular Meeting of the
Pliocene Ridge CSD Board of Directors
Date: Thursday April 20, 2023 Time: 6:30 pm
Location: Pike City Firehouse 100 Pike City Rd. Pike**

1. ESTABLISH QUORUM, CALL TO ORDER, FLAG SALUTE: The meeting was called to order at 6:30 pm by President Larry Allen. **Flag Salute.** Present: Board members, Larry Allen, Pam Davis, and Chris Mills Directors Grace Lundeen and Bruce Coons reported in advance that they could not attend. Also in attendance: Pliocene Ridge Fire Chief Chris Dorn, Alleghany Assistant Chiefs David Arbogast and Ned Cusato. Pike Community Support Foundation President Roland Robertson and Treasurer Denise Ruane. Public present: Vicky Tenney. Pliocene Ridge CSD Secretary Rae Bell Arbogast was present and took the minutes.

2. CONSENT CALENDAR:

Approval of current Agenda, Minutes for regular meeting held March 16, 2023 and the emergency meeting held on March 30, 2023 and the Treasurer's report for March 2023. **A motion was made to approve the consent calendar by Chris Mills, seconded by Larry Allen Ayes: Allen, Davis, Mills Noes: none Absent: Coons & Lundeen Abstain: none ~ Motion carried.**

3. PUBLIC COMMENT: For items not listed on agenda. None

4. INFORMATION/DISCUSSION ITEMS

a) Correspondence:

Incoming: Notices from PG&E re: planned power outages, letter from Cai Sorlien re: corrections to address list.

Outgoing: Follow-up notices regarding fire dept. equipment returns from non-active firefighters. Form 700s sent to clerk-recorders office, application papers sent to Pam Davis.

b) Committee/Member/Business Reports:

1. Chief's Report ~ Chief Dorn reported that was one medical call since the last meeting that was significant because PRCSD staff were engaged for over five hours (two rode along in ALS ambulance). The patient is doing well. The tires are here for engine 7180 and should be mounted soon.

2. Assistant Chief's Report: Alleghany Fire Assistant Chiefs David Arbogast and Ned Cusato reported that there is going to be a medical responder skills day this coming Saturday at the Pike Firehouse.

3. AVFD non-profit corp: ~ Rae Bell reported that she is now the Secretary of the nonprofit corp. (not a board member) and is getting all of the delinquent non-profit filings caught up. The name change filed in 2022 was not voted on by the membership as required. The board recently voted to void the name change. The name remains Alleghany Volunteer Fire Dept. Once the AG's delinquency notice is lifted the organization can solicit for memberships again. Once there are members, the process of changing the name will be addressed, but it is going to take some time.

4. Pike Community Support Foundation ~ Roland Robertson stated that he had nothing to report other than for items already on the agenda.

5. Board Member/Staff Reports ~ Report provided in writing. Additionally, Director Mills stated that he would like to reverse his votes made in March regarding the changes to the reserve fund policy and the decision to keep the mutual aid revenue earned in 2022 in the General Fund. It was noted that this was not placed on the agenda as an action item. It will be placed on the April agenda.

6. *Firewise Community Projects* ~ There was a question about the funding that the County recently received for clearing along the roadways. Ned Cusato explained that most of the clearing is going to be around Downieville, but they are going to do Mountain House Road and some of Ridge Road. The money can only be used for clearing on Federal Land.

7. *Firehouse Projects & ADA Compliance:*~ Pam Davis read a letter from Jenny Berry with her ideas about a new firehouse. A drawing of a possible lay-out was also provided. Chief Dorn thanked Pam and asked her to please thank Jenny for her serious thoughts on the matter. He explained that the district does not own the land behind the firehouse and that the current highest priority for the Pike Firehouse is to add two large engine bays. One to accommodate the water tender and one to accommodate a modern structure truck. (neither will fit in the current firehouse) Providing ADA access for meetings is also a high priority. Adding the bays should be done in a way that addresses both current and future needs.

Roland reported that he had spoken to Supervisor Lee Adams since the last PRCSD meeting and there is money available to work on the existing firehouse. There was a long discussion about possible options for meeting current and future needs. The Chair directed that the Planning Committee reconvene and come up with some engineering studies and costs for the proposed options to bring to the board so that the board can make an informed decision.

8. *Pending Grants:* Written report provided.

5. ACTION ITEMS

a) *Unfinished Business* None

b) *New Business*

1. *Ambulance MOU* – It was reported that the meeting held in Downieville on April 18th went well. PRCSD reps, Larry Allen, Rae Bell and Chris Mills attended. Downieville FPD attendees were: President Frank Lang, Chief Officers Robert Hall and Steve Folsom, new medic Tegan Harrington and EMS coordinator Diane Wharff. Donna Stone of Norcal EMS attended via zoom.

It was explained that the current two-party MOU needs to be expanded to include The County and possibly Nor Cal EMS, at the very least Norcal needs to approve it. Nothing controversial came up, it is just a matter of addressing many things that fell through the cracks over the years, mainly regarding the County's agreement with Downieville FPD to provide ambulance services to Western Sierra County. The Sierra County Board of Supervisors and County Counsel will need to weigh-in on the situation.

6. ANNOUNCEMENTS, NEXT MEETING DATE & AGENDA ITEMS

Several in attendance reported that the next meeting date of May 18th was problematic for them. It was decided by consensus to move the May meeting to May 11th to be held in Alleghany. There was also a discussion about the call-in option with Brown Act concerns being mentioned. It was noted that nothing in the new Brown Act Rules prohibits allowing non-board members to attend by phone. Board members are limited to twice per twelve-month period.

7. ADJOURNMENT:

There being no further business before the board, the meeting was adjourned at 7:15 PM.

Respectfully submitted,
Rae Bell Arbogast, Secretary



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 March 2023

Revised for May 2023 meeting date: voided EFT to suburban propane paid online with credit card

Beginning Checking Account Balance \$ 51,474.55

DEPOSITS

Date	From:	For:	Amount
15-Mar	CDF	50/50 grant for hosepacks	\$ 5,164.15
Deposits Total			\$ 5,164.15

EXPENDITURES

Ck #	Date	To:	For:	Amount
EFT	3/1	WA credit card		\$ 329.59
			Suburban Propane - Alleghany FH	\$ 226.24
			Amazon - Handheld radio batteries	\$ 53.35
			Quill - Self laminating ID CARDS for First Responders	\$ 36.45
			CVS Pharmacy, Avery labels bill to firewise mailer	\$ 13.55
EFT	3/6	PG&E		\$ 681.07
			Alleghany Firehouse	\$ 130.75
			Pike Firehouse	\$ 255.30
			Alleghany Streetlights	\$ 276.10
			Forest City Streetlights	\$ 18.92
# 2656 thu # 2660 Voided		(had problem with paychecks)		\$ -
2661	3/6	Cameron Shay	Pre-position payroll	\$ 1,337.40
2662	3/6	Chris Gibbs	Pre-position payroll	\$ 6,149.89
2663	3/6	Chris Dorn	Pre-position payroll	\$ 5,661.71
2664	3/6	Edward Cusato	Pre-position payroll	\$ 7,340.52
2665	3/6	Ethan Esch	Pre-position payroll	\$ 2,343.86
2666	3/6	AT&T	Phones at firehouses one in Pike and one in Alleghany	\$ 58.96
	3/6	Transfer to savings		\$ 25,000.00
2667	3/31	Rae Bell Arbogast	\$600 quarterly adm, \$495 strike-team admin, \$166.67 reimburse PR module	\$ 1,261.67
2668	3/31	Interspiro	SCBA annual testing and fit test 4 fire fighters	\$ 1,115.00
796	3/21	US Postal Service	Postage	\$ 9.56
2669	3/31	Sierra County Public Works	Fuel Pike FD	\$ 99.85
EFT	3/31	Suburban Propane	VOID - online payment was put on district credit card	\$ -
Expenditures/transfers Total				\$ 51,389.08

Reserve Account Detail	
Contingency	\$ 24,500.00
Alleghany Fire Unallocated	\$ 8,000.00
Alleghany Dispatch Office	\$ 700.00
Pike City Fire Unallocated	\$ 16,950.00
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	\$ 18.01
Reserve Account Total	\$ 87,560.17

Ending Checking Account Balance	\$ 5,249.62
Starting Savings account balance	\$ 11,991.53
3/6 transfer from checking	\$ 25,000.00
interest earned	\$ 1.44
Ending Savings Account Balance	\$ 36,992.97
General Fund (accounts listed above) Total	\$ 42,242.59
Reserve account Starting Balance	\$ 82,554.02
Donation for Alleghany FD	\$ 5,000.00
interest earned	\$ 6.15
Reserve account Ending Balance	\$ 87,560.17

Report prepared by Rae Bell, Treasurer

Total ALL FUNDS	\$ 129,802.76
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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 April 2023

Beginning Checking Account Balance \$ 5,249.62

DEPOSITS

Date	From:	For:	Amount
14-Apr	Sierra City FPD	Red Cross class taught on Feb. 7 students at \$58 plus \$54 donation	\$ 460.00
28-Apr	Sierra County Auditor	Fire Rev. \$10,841.97 Streetlights \$1,917.47	\$ 12,759.44
Deposits Total			\$ 13,219.44

EXPENDITURES

Ck #	Date	To:	For:	Amount
EFT		WA credit card	details below	\$ 363.96
		Red Cross	Sierra City class Certification fees	\$ 259.00
		NORCAL EMS	Rae Bell EMT recert	\$ 67.00
		STAPLES	Tax Form kit	\$ 37.96
EFT		PG&E		\$ 875.21
			Allegheny Firehouse	\$ 144.98
			Pike Firehouse	\$ 509.32
			Allegheny Streetlights	\$ 201.83
			Forest City Streetlights	\$ 19.08
EFT	4/26	EDD	State Payroll Taxes (federal not due until Jan. because of type of filer)	\$ 813.55
2670	4/28	AT&T (two months)	(phones at firehouses 1 each Pike and Allegheny)	\$ 117.88
2671	4/28	Morgan Tire	Six tires for engine 7180	\$ 3,791.19
	4/28	Transfer to savings		\$ 9,000.00
Expenditures/transfers Total			\$ 14,961.79	

Reserve Account Detail	
Contingency	\$ 24,500.00
Allegheny Fire Unallocated	\$ 8,000.00
Allegheny Dispatch Office	\$ 700.00
Pike City Fire Unallocated	\$ 16,950.00
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	\$ 18.01
Reserve Account Total	\$ 87,560.17

Ending Checking Account Balance	\$ 3,507.27
Starting Savings account balance	\$ 36,992.97
4/28 transfer from checking	\$ 9,000.00
interest earned	
Ending Savings Account Balance	\$ 45,992.97
General Fund (accounts listed above) Total	\$ 49,500.24
Reserve account Starting Balance	\$ 87,560.17
interest earned	
Reserve account Ending Balance	\$ 87,560.17

Report prepared by Rae Bell, Treasurer

Total ALL FUNDS \$ 137,060.41

Verified against bank statement and QB balances by: X

Name Printed

Note: Savings and Reserve account reconciled quarterly.

title

FY 22-23 installment # 2
 ≈ 37%
 # 9020 Streetlights \$1,917.47
 # 4020 Fire \$10,841.97

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



V5891
 430 9999 7400
 PRSD 4-2023

Memo

To: Pliocene Ridge CSD
From: Van Maddox, Auditor/Controller - Treasurer/Tax Collector - Risk Manager - Budge
Date: April 10, 2023
Re: Distribution of Taxes - April Apportionment

Enclosed, please find a check for tax distribution in the amount of	<u>\$ 12,759.44</u>
Current Secured Property Tax	12,759.44
Current Unsecured Property Tax	-
Prior Secured Property Tax	
Prior Unsecured Property Tax	-
Supplemental Property Tax	-
Supplemental Unsecured	-
Timber Yield Tax	-
Homeowners Property Tax	-
Interest Apportionment	-
Property Tax Roll Fees	-
Subtotal	12,759.44
Less: Property tax solid waste on the property Tax Roll	-
Total Check Amount Enclosed:	<u>\$ 12,759.44</u>

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



Staff report for meeting date 5/11/2023

Prepared by Secretary/Treasurer Rae Bell Arbogast– *disclaimer: any opinions expressed in this document belong to the author and do not represent the official stance of the district.*

Agenda item 4. a) Correspondence since last meeting

Incoming: Notice of explosives storage (forwarded to Forest Service), Notice that annual Government Compensation report was filed from Blain Boden, consumer confidence notice of availability.

Outgoing: Thank you letter and receipt for tax purposes for computer donated to the Pike Firehouse by Chris Kissinger, Pam Davis board seat renewal papers sent to the County

Agenda item 4. b) 5 Board member/Staff reports

- Ambulance MOU Committee: I remotely attended the Sierra County BOS meeting on May 2nd as they had the ambulance MOU on the agenda. Frank Lang did a good job explaining the situation. The outcome of the discussion was the formation of an Ad Hoc Committee with Lila Huer, Paul Roen and Sharon Dryden. Frank Lang will also participate on the Committee, and I am sure if PRCSD wants to send a representative that would be OK, but the lion's share of what needs to be worked out is the agreement between DVFP and the County for the provision of ambulance services for all Western Sierra County. In the meantime, the draft agreement for our ambulance will be reviewed by County Council. Lee Adams who happens to be the Chairman of the Board for NORCAL EMS will request an extension on the 60 days that NORCAL gave us to sort it out. Everyone agrees that what is in place has been working, so the goal is to formalize it with the blessing of all entities involved. Frank Lang did mention that he consulted with Tim Beals regarding possible LAFCO implications, and it appears that the agreement with the county should be grandfathered in because it dates back to 1989.

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Agenda item 4. b) 7 Firehouse Projects and ADA compliance The planning committee met on May 3rd and will provide a report.

Agenda item 4. b) 8 Pending Grants

- ❖ CDF 50/50 grant for Fiscal year 23/24 - The Chief(s) decided to skip applying this year.
- ❖ Additional siren for Alleghany. – The Sierra County department of OES recently got combined with the Sheriff's Office as part of the restructuring that is taking place with Tim Beal's pending retirement. LeTina Vanetti has been appointed the new county OES Coordinator. OES handles the annual Homeland Security Grant which is available for both fire protection and law enforcement and which was originally identified as a source of funding for this project. In recent years all the funds have been used for law enforcement, but hopefully they will start allocating some of it to fire protection again.

Pending items not addressed on this month's agenda:

(Staff needs more time to work on them before presenting to the board, more info needed, or conditions not right to proceed)

- Water Tender Upgrade
- Fund Policy revision (need to create simplified tracking sheet)
- MOU with non-profits (name changes) We are waiting on documentation from the AVFD non-profit corporation.
- Engine Bay conversion to ADA friendly space Pike firehouse (need cost estimate).
- Signage for firehouses (Need signs with updated department names and updated district logo)
- Long-term plan for adding two larger engine bays in Pike (defined as highest capital improvement priority first by the Chief(s) then the board in Sept. 2022 with letter to USDA Rural Development)
- **Repair to west wall of Station 1 in Allegheny. The metal siding was purchased last April, arrived last summer and is sitting in the County Yard. Waiting for good weather to do it.**
- Proposed changes to Ordinance #1 discussed in Feb. 2023 – Larry Allen found additional code that would allow us to bill for environmental spills & clean-up. More legal research is needed before a new draft will be ready for the first reading.
- ISO survey done in 2019 ~ I have not been able to get a copy of our survey docs from 2019. Every time that I contact them, they tell me to create a user account on their website, which I do, and get a message that a confirmation email will be generated but it never happens. I have contacted the person who did the survey and he said that I am not the only one having problems and that he would get back to me, but he never has. **The ISO survey will be due again next year.** It is a very involved process that I spent well over 40 hours on last time, but we did manage to get a better ISO rating for the district as a result of the work.
- Free attorney consult: I was authorized a long time ago, to inquire about the borrowing limits for CSD's to see if there is any additional information (legal precedence) besides the code but haven't done it.