



MINUTES of the Regular Meeting of the Pliocene Ridge CSD

Board of Directors

Date: Wednesday October 16, 2019

Location: Alleghany Firehouse, 105 Plaza Court

1. CALL TO ORDER: The meeting was called to order at 6:33 pm by President Guyer. Board members present: Daniel Guyer, Chris Mills and Bruce Coons. Gracie Knowles did not notify the Secretary that she could not be there. Also present was Pike City Assistant Chief Jim Buckbee and Alleghany Assistant Chiefs David Arbogast & Ned Cusato; PCVFD non-profit President Roland Robertson and Treasurer Denise Ruane. Public present: Vicky Tenney and Hilary Alexander. Pliocene Ridge CSD Secretary Rae Bell Arbogast was present and took the minutes. Flag Salute.

2. CONSENT CALENDAR: A motion was made to approve the consent calendar by Chris Mills 2nd by Bruce Coons. **3 Ayes, 0 Nays, 1 Absent, 0 Abstain, 1 Vacant, Motion carried.**

3. PUBLIC COMMENT: [at the end of the meeting] Vicky Tenney wanted to know if the district board was going to address the toxic waste issue in Alleghany to answer the public's concerns. It was explained to her that this is not something that is under the district's jurisdiction. It would be handled at a higher level such as OES.

4. INFORMATION/DISCUSSION ITEMS

a) *Correspondence: Incoming:* None

Outgoing: Audit engagement letter for FY 19/20 sent to Boden Klein and Sneesby, Accounting back-up for FY 18/19 also mailed to the auditors, thank you cards to: Bill Adasiewicz for assistance with easement legal docs, to Pam Saporta for deeding the easement back to the district, to Ned Cusato, David Arbogast and Larry Vieira for donating their pay from the Minnesota fire back to the Alleghany Fire Dept.

b) *Committee/Member/Business Reports:*

1. *Alleghany Assistant Chiefs David Arbogast & Ned Cusato* reported that things have been quiet since the last meeting with no runs. The firewise community presentation that Chris Dorn arranged in Pike the previous Monday was very informative, the power was out for three days due to the PG&E safety shut-off and the repeater went down the day after it came back on. It is back up.

2. *Pike City Assistant Chief Jim Buckbee* Reported that Chris Dorn apologized for not being able to attend the meeting. He had a medical training that he needed to attend. Tom Starr officially retired on his 75th birthday. They had two mutual aid calls for fires but got cancelled. There also was a fire on graveyard hill which is in the PRCSD district but our depts. did not get called. The Forest Service was nearby when it started and they got it out quickly. It was about ¼ acre.

3. *AVFD Inc. Non Profit Corp:* It was reported that they are working on their bylaws and have already adopted changes to address the role that they now fill with the formation of PRCSD.

4. *PCVFD Non Profit Corp:* Roland reported that he attended the firewise community meeting and it was very interesting. He asked if there was going to be a follow-up meeting. It was explained that a similar presentation is being planned for Alleghany, tentatively scheduled for

Nov 7th. Roland went on to report that Zac Kostick one of the firefighters participated in a Charity Shooting contest for law enforcement and took first place. The prize was \$3,000 to go to his favorite charity and he chose the PCVFD non-profit corporation as the recipient. They also got word that the "round up" event at the Briar Patch Market raised \$6,500 which will be presented to them as a photo op. sometime in the near future. They are going to try putting in for it again in about a year.

Denise stated that she wanted it in the record that the non-profit's official name does not include the word auxiliary. That it has never been part of their name.

5. *Risk Manager Report:* Dan reported that he, Chris Mills and Rae Bell would be going to the district's insurance company's (GRSMA) annual conference in Corning on Wed. the 23rd.

6. *Board Member/Staff reports:* Rae Bell reported that ISO has not contacted the district to do the survey. She will reach out to them. The map for Pike never arrived, she has been going back-and forth with an ISO representative on the issue of not getting the map since August.

5. ACTION ITEMS

a) *Unfinished Business*

1. *Ongoing Policy & Procedure review/update:* Some minor changes to page 8 of the bylaws were included in the meeting packets. A motion to approve the changes as presented was made by Bruce Coons 2nd by Chris Mills **3 Ayes, 0 Nays, 1 Absent, 0 Abstain, 1 Vacant, Motion carried.**

2. *Alleghany Firehouse project:* No report.

3. *Pike Firehouse Projects:* Roland Robertson reported that the stairs are finished and they are just waiting for the County inspector to sign off on them. For the standby generator project Dan Guyer reported that the generator is bolted down, the new propane tank is installed, they are just waiting for the electrician to come up and install the meter and transfer switch. It should be in the next day or two.

4. *OES grant projects in Alleghany: Dispatch Office* Nothing new to report.

Siren and back-up generator: Rae hasn't gotten the additional estimates yet.

5. *Wayman Dam Project:* Roland reported that there is a website where the Forest Service lists the status of pending permits and the Wayman Dam Project application was moved to March.

d) *New Business*

1. *Consideration of hiring an attorney for the non-profit/special district issue:* Denise Ruane explained the results of the PCVFD non-profit corporation's recent consultation with a corporate attorney. She explained that the non-profit needs to file paperwork to remove the firefighters from under its authority; this is not something that the district does, the non-profit has to do it for itself. She also stated that the district has no right to use the name PCVFD that it belongs to the non-profit corporation. Jim Buckbee suggested that the word "volunteer" could be dropped and the district would refer to the fire dept. as The Pike City Fire Dept. to help differentiate it from the non-profit corporation. Denise explained that the non-profit will be changing its name for better transparency but they have not decided what that will be yet. She also asked if the district would consider changing its logo to remove the PCVFD, this will be placed on the next meeting

agenda for consideration. After further discussion it was decided to table the motion to hire an attorney.

2. *Acceptance of fiscal year 18/19 donations.* The PCVFD non-profit corporation bought two sets of turn-outs for a total of \$4, 442.31 for the Pike City Fire Department. A motion to accept the donation and add it to the district's inventory for insurance purposes was made by Dan Guyer 2nd by Bruce Coons. **3 Ayes, 0 Nays, 1 Absent, 0 Abstain, 1 Vacant, Motion carried.**

NEXT MEETING AGENDA ITEMS

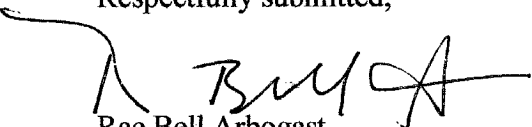
The next regular meeting is scheduled for November 20, 2019 at the Pike City Firehouse. Adopting the 2020 meeting calendar and considering changing the district's logo will be on the agenda.

ANNOUNCEMENTS None

ADJOURNMENT:

There being no further business before the board, the meeting was adjourned at 7:34 PM.

Respectfully submitted,


Rae Bell Arbogast
Secretary



Pliocene Ridge Community Services District
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Pike City, CA 95960

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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: 10/16/19

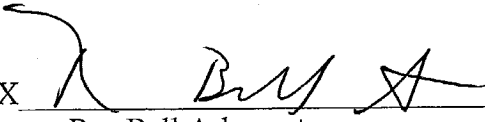
In the following location(s):

Alleghany Post Office Bulletin Board, The Alleghany Firehouse, plioceneridge.org, emailed to agenda list. ~~Tom~~ or Jim to post at Pike Firehouse

On 10/12/19 (date)

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

Signed under penalty of perjury: X



Rae Bell Arbogast



Pliocene Ridge Community Services District

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NOTICE OF REGULAR MEETING OF THE BOARD OF DIRECTORS

October 16, 2019 6:30 pm Alleghany Firehouse, 105 Plaza Court

1. ESTABLISH QUORUM, CALL TO ORDER, FLAG SALUTE
2. CONSENT CALENDAR
 - a) Approval of Agenda
 - b) Approval of Minutes for September 18, 2019
 - c) Approval of Treasurer's report for September 2019.
3. PUBLIC COMMENT 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
 - b) Committee/Member/Business Reports:
 1. Station 71 Chief's report
 2. Station 67 Chief's report
 3. AVFD Auxiliary
 4. PCVFD Auxiliary
 5. Risk Manager Report
 6. Board Member/Staff Reports – Status of ISO surveys
5. ACTION ITEMS:
 - a) Unfinished business:
 1. Ongoing Bylaws & Policy review and/or update: Update to page 8 of the district's bylaws
 2. Alleghany Firehouse & ADA Compliance
 3. Pike City Firehouse & ADA Compliance
 4. Status of Alleghany OES Grants: dispatch office, siren, back-up generator
 5. Wayman Dam project
 - b) New business
 1. Consideration of engaging the Calif. Special District Association's contracted attorney to address the non-profit/special district relationship issue. The first hour is provided free to members, additional hours are billed at \$270 per hour. \$1,000 was earmarked in this year's budget for this purpose.
 2. Accept fiscal year 18-19 donations from PCVFD Auxiliary
6. ANNOUNCEMENTS, NEXT MEETING DATE & AGENDA ITEMS ~
Next meeting date November 20th at the Pike Firehouse 6:30 pm. Safety/Risk Management meeting at 6:00 pm
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 as well.



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

Sept. R.A.

Treasurer's Report for August 2019

Beginning Checking Account Balance \$ 7,720.34

DEPOSITS

Date	From:	For:	Amount
9/15/19	Allegheny Water Dist.	Fire Extinguisher restat on Solon Fire invoice	\$ 25.00

Deposits Total \$ 25.00

EXPENDITURES

Ck #	Date	To:	For:	Amount
747		VOID		
748	9/1	ACWD	Water Allegheny + \$4.00 late fee	\$ 84.00
749	9/1	AT & T		\$ 24.21
			Phone Allegheny	\$ 12.10
			Phone Pike	\$ 12.11
750	9/1	David Arbogast reimburse	Chargers to come out of AVFD equip. fund	\$ 257.25
751	9/1	Interspiro	SCBA hydrostat x 4 split between both depts	\$ 840.00
	9/5	PG&E		\$ 405.26
			PG&E Allegheny	\$ 52.88
			PG&E Pike	\$ 73.19
			Streetlights - Forest	\$ 17.00
			Streetlights - Allegheny	\$ 262.19
EFT	9/21	WA Credit Card		\$ 178.77
			Lost Nugget Fuel Pike	\$ 50.18
			Life Assist - spider straps for Allegheny x2	\$ 128.59
2496	9/23	Allegheny Water	paid off remainder of FY 19/20	\$ 400.00
2497	9/23	Mountain Messenger	Budget hearing notice	\$ 36.00
2498	9/23	Riebess Auto	battery for repeater Allegheny FH	\$ 154.88
2499	9/23	Jorgenson	Fire Ext. annual restat	\$ 425.79
			Pike	\$ 134.00
			Allegheny	\$ 291.79
2500	9/23	Suburban Propane	Installation for back-up generator Pike	\$ 328.78
	9/23	PG&E		\$ 419.85
			PG&E Allegheny	\$ 58.73
			PG&E Pike	\$ 81.93
			Streetlights - Forest	\$ 17.00
			Streetlights - Allegheny	\$ 262.19
2501	9/23	Bob Hale	Minnesota Fire	\$ 114.66
2502	9/23	Bruce Coons	Minnesota Fire	\$ 114.66
2503	9/23	Christopher Coons	Minnesota Fire	\$ 114.66
2504	9/23	Craig Johnson	Minnesota Fire	\$ 114.66
2505	9/23	Darryl Dean Hooley	Minnesota Fire	\$ 114.66
2506	9/23	Edward Cusato	Minnesota Fire donated half	\$ 69.10
2507	9/23	Jim Buckbee	Willow Fire	\$ 276.38
2508	9/23	Lance A Baldwin	Minnesota Fire	\$ 114.66
2509	9/23	William Starr	Minnesota Fire	\$ 138.19
2510	9/23	Zachary Kostik	Minnesota Fire	\$ 114.66
2511	9/23	Banner Comm.	batteries for pagers Allegheny	\$ 139.42
752	9/23	Craig Johnson reimburse	supplies Pike	\$ 11.85

Expenditures Total \$ 4,992.35

Reserve Account	
Contingency	\$ 24,500.00
Allegheny Fire Unallocated	\$ 2,700.00
Allegheny Dispatch Office	\$ 700.00
Allegheny equipment	\$ 1,261.84
Pike City Fire Unallocated	\$ 6,700.00
Streetlights	\$ 3,718.40
Pike City Firehouse	\$ 2,308.14
Pike City Engines	\$ 3,107.91
Allegheny Firehouse	\$ 1,409.37
Allegheny Engines *	\$ 15,403.25
Interest Earned	\$ 20.64
Reserve Account Total	\$ 61,829.55

* \$8,000 for purchase only
 FUNDS NOT UPDATED FOR FY 18/19 YET

Ending Checking Account Balance	\$ 2,752.99
Starting Savings account balance	\$ 24,161.74
interest earned	\$ 1.85
transfer to checking	
transfer to FUNDS	
Ending Savings Account Balance	\$ 24,163.59
General Fund (accounts listed above) Total	\$ 26,916.58
Reserve account Starting Balance	\$ 61,824.88
interest earned	\$ 4.67
Reserve account Ending Balance	\$ 61,829.55

Report prepared by Rae Bell, Treasurer

Total ALL FUNDS \$ 88,746.13

Verified against bank statement and QB balances by: X
 Note: Savings and Fund accounts are reconciled quarterly.

[Signature]

Name Printed **DANIEL GUYER**
 title



Pliocene Ridge Community Services District BYLAWS

DUTIES OF OFFICERS

PRESIDENT shall:

- a. be the chief executive officer of the Board;
- b. preside at all meetings;
- c. sign all contracts and other papers authorized by the Board;
- d. ensure all orders and policies of the Board are executed;
- e. have the right to vote on all matters coming before the Board; and
- f. be responsible for other such duties as may be directed by the Board.

VICE PRESIDENT shall:

- a. assume the duties of the president as may be required; and
- b. be responsible for other such duties as may be directed by the Board.

SECRETARY shall:

- a. Serve as the clerk-of-the board performing all duties incidental to that position. See section ___ of the personnel policy manual ~~Policy # 1020~~ for a detailed job description.

TREASURER shall:

- a. Serve as the fiscal officer for the district, performing all duties incidental to that position. See section ___ of the personnel policy manual ~~Policy # 1020~~ for a detailed job description.
- b. Per Calif. Code Section 61040 a director SHALL NOT also be the treasurer.

COMMITTEE APPOINTMENTS

1. Following the election of officers, the President shall appoint committees. These committees shall be ratified by a majority vote of the Board.
2. Committees are:
 - A. Standing:
 1. Budget
 2. Street Lights
 3. Risk Management/Safety
 2. Others as needed

— New