



## Pliocene Ridge Community Services District

100 Pike City Road  
Pike City, CA 95960

[plioceneridge.org](http://plioceneridge.org)

[plioceneridge@gmail.com](mailto:plioceneridge@gmail.com)

### NOTICE OF REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday January 18, 6:30 pm

Location: Alleghany Firehouse Station Two~ 514 Miners St. AND

VIA Phone Conference available for non-board members call 978-990-5144 Access code 6919768#

**ALL MEETING DOCUMENTS ARE POSTED ONLINE [plioceneridge.org](http://plioceneridge.org)**

#### 1. ESTABLISH QUORUM, CALL TO ORDER, FLAG SALUTE

#### 2. CONSENT CALENDAR

- a) Approval of Agenda b) Approve Minutes for regular meeting held November 16, 2023 c) Ratify Treasurer's report & bill payments for November and December 2023.

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 ~ Discussion about eventual replacement of 7145 (agenda item requested by a board member in November)  
6. Firewise Communities – report provided in writing  
7. Firehouse Projects & ADA Compliance ~ Both Departments

#### 5. DISCUSSION and POSSIBLE ACTION ITEMS:

- a) Unfinished business:  
1. Appoint Risk Manager per policy #1030  
2. Status of Pike City FD Rescue Truck - USDA Grant, need to authorize staff to apply for both water tender and rescue truck with one application.  
3. Status of conversion of ambulance 7145 to alternate transport vehicle Rescue 7145.  
4. Second Siren for Alleghany appoint project manager.  
b) New business  
1. Temporary Housing for new water tender.  
2. Appoint Officers  
3. Closed session for employee review and personnel issue per gov. code 54957 (two items)

7. ANNOUNCEMENTS, NEXT MEETING DATE & AGENDA ITEMS ~ The next regular meeting is scheduled for February 15, 2023 at the Pike City Firehouse.

#### 8. ADJOURNMENT

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**MINUTES of the Regular Meeting of the  
Pliocene Ridge CSD Board of Directors  
Date: Thursday November 16, 2023 Time: 6:30 pm  
Location: Pike City Firehouse.**

**1. ESTABLISH QUORUM, CALL TO ORDER, FLAG SALUTE:** The meeting was called to order at 6:10 pm by Vice President Bruce Coons. **Flag Salute.** Present: Board members, Bruce Coons, Grace Lundeen and Chris Mills. Both Larry Allen & Pam Davis notified the Secretary in advance that they could not attend. Also in attendance: Chief Dorn and Alleghany Assistant Chiefs David Arbogast and Ned Cusato, Pike Community Support Foundation President Roland Robertson and Treasurer Denise Ruane. Public present: Vicky Tenney. Also present Dane Walde of the Calif. Special District's Association [public by phone all others in person]. 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 Sept. 21, 2023 the special meeting held on October 29, 2023 plus the Treasurer's reports for September and October 2023. **A motion was made to approve the consent calendar by Grace Lundeen, seconded by Chris Mills Ayes: Coons, Lundeen, Mills Noes: none Absent: Allen and Davis Abstain: none ~ Motion carried.**

**3. PUBLIC COMMENT:** Dane Walde, Field Coordinator for the Calif. Special District's Association made a presentation about their legislative efforts and accomplishments in 2023. They are working with Washington DC to protect the finances of Special Districts, to extend Brown Act Rules allowing for remote meetings and to get the definition of a Special District into Federal Law to make it easier to get federal funding. They also provide resources such as sample Policies and Procedures, a member forum, and other value added member benefits with select vendors.

**4. INFORMATION/DISCUSSION ITEMS**

*a) Correspondence:* **Incoming** Donation of \$250 from Lee Adams for the rescue vehicle maintenance fund. **Outgoing** Thank you letter to Lee Adams. **Email topics (in & out):** with Frank Lang of DVFP re alternate transport vehicle and CSDA contact, Golden State RMA (insurance carrier) re: insurance changes (removed 6770 added 7145) and re: alternate transport vehicle, Firewise USA re: upcoming deadlines, Audit report emailed to Van Maddox and posted on website, gov.deals checking in on us, Robin Yasso & Mike Vukas of USDA Rural Development re: vehicle reimbursement grants, Justing Hartman of Cal fire re: Salary Survey in MARS, Lauren Faulkenberry USFS re: prescribed burns in our area, Jeff Peach of Nevada County firewise coalition, PG&E and PUC re: letter of support for undergrounding the power lines, Jim Buckbee and Cal-fire about returning engine 6770, Camptonville Fire re: Title 22 Public Safety First Aid Class taught in October, Judi Kline of Cal Fire re: payment on the Kilham Fire, Mick Connolly of Sierra County Fire District #1 re firescope radio frequency updated, NORCAL EMS re alternate transport vehicle and a few other things, Blain Boden CPA re FY 22-23 audit, Sierra County Firesafe counsel re: list of residents who are interesting in participating in a grant AND the trailer, Streamline re: suggested improvement to the backside of the website interface, Graham Rice of USFS re: mutual aid agreement

***b) Committee/Member/Business Reports:***

*1. Chief's Report* ~ Chief Dorn reported that there was a call a couple of days prior for a medical rescue out in the wilderness off Henness Pass Rd. 7145 did not roll because it hasn't been fully converted to a rescue vehicle yet and there were no EMT's available. Downieville Fire responded with an ambulance and the call went well. The person was air-lifted out by H20. There was also a structure

fire on Glory Hole Road on Sept. 21st that had escaped into wildland. The call went well and the fire was contained to ¼ to ½ acre. Multiple agencies responded.

He also reported that Sheriff Mike Fisher has promised to donate one of his surplus vehicles to the district. Chief Dorn said that it is going to include radios and some other equipment and that it would be appropriate for use as another command rig, but not as a rescue.

2. *Assistant Chief's Report:* Ned Cusato reported that they bought new batteries for engine 7150 last week. Need to get a battery tender for 7180.

3. *AVFD non-profit corp:* ~ Rae Bell reported that she had a correction to her September report when she stated that the Board of Equalization (BOE) had only requested financial statements. They also had requested a copy of the non-profit's articles of incorporation and bylaws. A letter from the BOE dated September 29<sup>th</sup> was received stating that the non-profit does have organizational clearance for a welfare exemption. (This means that the organization doesn't have to pay property taxes). AVFD plans on doing a membership drive in December and will address the name change issue after that via a vote of the membership as required.

4. *Pike Community Support Foundation* ~ Roland reported that they are going to have a Christmas Potluck and Raffle on December 16<sup>th</sup>. They will be selling tickets for gift certificates for the Briar Patch Food Co-op.

5. *Board Member/Staff Reports* ~ Streetlight manager Bruce Coons reported there has been further contact with PG&E regarding the light in Forest City. Hopefully they will fix it this time.

6. *Firewise Community Projects* ~ Rae Bell reported that the annual reporting for 2023 is due by December 15<sup>th</sup>.

7. *Firehouse Projects & ADA Compliance:*~ Nothing new to report.

8. *Pending Grants:* Vicky Tenney asked about the additional siren for Alleghany. Rae Bell reported that she had not had time to work on it and asked if Vicky might be interested in being the project manager for the siren. She declined. Everyone agreed that this is important to pursue.

## **6. ACTION ITEMS**

### **a) Unfinished Business**

1. *Appoint Risk Manager.* Chris Dorn will ask at training to see if anyone might be willing to do it.

2. *Status of Pike City FD Rescue Truck.* Chief Dorn reported that he has been looking around but it is going to be challenging to find a used truck of the type that is needed from another department because they are sought by the public as well. Searching online he found that trucks in the \$10,000 to \$15,000 range have high mileage (approx. 200,000) not something that we want. On the used market trucks like the one that is needed go for \$30,000 to \$35,000 and up.

As a stop-gap measure Brush Engine 7150 has been moved from Alleghany to Pike and has been outfitted as a rescue truck. This is only a short-term solution as it must be back in Alleghany before fire season starts.

He thinks that the best scenario would be if the district applies to the USDA for the vehicle reimbursement grant for the new water tender and if we get that, put the money back into a new rescue truck (go for something newer in the \$30,000 price range. He still doesn't think trying to fix the old

truck is worthwhile. Feelers for a used vehicle have been extended to other agencies and everyone he and others can think of.

3. *Status of conversion of 7145 to alternative transport vehicle.* The insurance has been switched over to Pliocene Ridge CSD, the decals still need to be changed. Downieville Fire doesn't have the paper title, so will have to go to DMV to get a copy to sign off on. In the meantime, if we really need it, we can roll it, but Ned will work on the decals tomorrow. [Forgot to mention that no additional agreement is needed with NORCAL EMS, they said that PRCSD is listed as an EMS agency already and that is all that we need.]

**b) New Business**

1. *Decide which funds to use for the new Water Tender:* It was noted that PRCSD's bid on the water tender was accepted by the Peardale-Chicago Park FPD. The bid amount was \$30,022. It was decided to pull \$10,000 from the Pike Fire Dept. Fleet Fund, \$10,000 from the Pike City FD Unallocated Fund and the remainder including the DMV fees and taxes will be pulled from the General Fire Fund. It is estimated that taxes will be in the \$3,000 to \$4,000 range. **A motion was made to approve the above by Chris Mills, seconded by Grace Lundeen Ayes: Coons, Lundeen, Mills Noes: none Absent: Allen and Davis Abstain: none ~ Motion carried.**

2. *Authorize Treasurer to apply for USDA Vehicle reimbursement grant.* Rae Bell explained that after the agenda was posted she emailed the USDA for more information and was told that applications are accepted all year round, but if we want to get funding in this fiscal year which ends Sept. 30, 2024 the application must be in by April of 2024. **A motion was made to authorize the Treasurer to apply for the water tender first then the other truck when(if) it is purchased by Chris Mills, seconded by Grace Lundeen Ayes: Coons, Lundeen, Mills Noes: none Absent: Allen and Davis Abstain: none ~ Motion carried.**

3. *Adopt meeting calendar for 2024.* **A motion was made to by Chris Mills to keep the meeting schedule "as is" (3<sup>rd</sup> Thursday of the month, 6:30 PM with July and Dec. off and alternate between Alleghany and Pike), seconded by Grace Lundeen Ayes: Coons, Lundeen, Mills Noes: none Absent: Allen and Davis Abstain: none ~ Motion carried.**

4. *Accept audit results for fiscal year 2022/2023* **A motion was made to by Chris Mills to accept the audit results, seconded by Grace Lundeen Ayes: Coons, Lundeen, Mills Noes: none Absent: Allen and Davis Abstain: none ~ Motion carried.**

**7. ANNOUNCEMENTS, NEXT MEETING DATE & AGENDA ITEMS:** The next regular meeting is scheduled for January 18th in Alleghany. Agenda items: second siren for Alleghany, status of future replacement for 7145

**8. ADJOURNMENT:**

There being no further business before the board, the meeting was adjourned at 7:17 PM.

Respectfully submitted,  
Rae Bell Arbogast, Secretary



# 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 November 2023

Beginning Checking Account Balance \$ 2,750.50

### DEPOSITS

Date	From:	For:	Amount
17-Nov	Savings	Vehicle Purchase	\$ 15,000.00
17-Nov	FUND Account	Vehicle Purchase	\$ 20,000.00
<b>Deposits Total</b>			<b>\$ 35,000.00</b>

### EXPENDITURES

Ck #	Date	To:	For:	Amount
EFT	11/2	PG&E		\$ 393.44
			Allegheny Firehouse	\$ 61.69
			Pike Firehouse	\$ 102.17
			Allegheny Streetlights	\$ 19.65
			Forest City Streetlights	\$ 286.71
			climate credit	\$ (76.78)
EFT	11/1	West America Bank CC Card		\$ 354.72
			batteries Pike FD posted to supplies	\$ 58.15
			SPD Saw Shop Chaps Pike FD posted to PPE	\$ 226.25
			Suburban Propane tank rental Allegheny	\$ 55.00
			DMV ambulance driver handbooks	\$ 15.32
			Bill balance from last month (see Oct. report) not sure why the online thing would not take full payment.	\$ 119.56
2687	11/20	Peardale-Chicago Park FD	Water tender 67	\$ 30,022.00
2688	11/20	Boden Klein and Sneesby	Audit for FY 22/23	\$ 3,100.00
2689	11/20	Sierra County Tax Collector	solid waste fees firehouses 101.88 Allegheny 122.28 Pike	\$ 224.16

Expenditures/transfers Total \$ 34,213.88

Reserve Account Detail	
Contingency	\$ 24,500.00
Allegheny Fire Unallocated	\$ 8,000.00
Pike City Fire Unallocated	\$ 9,950.00
Allegheny Firehouses	\$ 11,409.37
Pike City Firehouse	\$ 3,064.76
Allegheny Fleet	\$ 4,588.78
Pike City Fleet	\$ 1,202.95
Allegheny Dispatch Office	\$ 700.00
Streetlights	\$ 8,213.38
EMS Vehicle Fund	\$ 250.00
Interest Earned	\$ 6.90
<b>Reserve Account Total</b>	<b>\$ 71,886.14</b>

<b>Ending Checking Account Balance</b>	\$ 3,536.62
<b>Starting Savings account balance</b>	\$ 30,936.42
transfer to checking	\$ (15,000.00)
interest earned	
<b>Ending Savings Account Balance</b>	\$ 15,936.42
<b>General Fire Fund (accounts listed above) * see note below.</b>	<b>Total \$ 19,473.04</b>
All Fire Funds (including reserves)	\$ 83,145.80

\* Note, the general fire fund is used to pay the streetlights during the year, but the light's net gain or loss is either added to or subtracted from the Streetlight reserve fund after the books are closed-out each year.

<b>Reserve account Starting Balance</b>	\$ 91,636.14
transfer to checking	\$ (20,000.00)
deposit	\$ 250.00
<b>Reserve account Ending Balance</b>	<b>\$ 71,886.14</b>

Report prepared by Rae Bell, Treasurer

**Total All Funds \$ 91,359.18**

Verified against bank statement and QB balances by: X

Name Printed

Note: Savings and Reserve account reconciled quarterly.

title

FY 23-24 Payment #1 ≈ 53%  
Streetlights \$2,849.80 Fire Fund \$11,892.90

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

**Sierra County**

# Memo

✓# 5891  
430-9999-7400  
JE debit fees \$4,425.28  
credit fire fund (✓)

**To:** Pliocene Ridge CSD  
**From:** Van Maddox, Auditor/Controller - Treasurer/Tax Collector - Risk Manager - Budge  
**Date:** December 11, 2023  
**Re:** Distribution of Taxes - 53% 2023 Apportionment

Enclosed, please find a check for tax distribution in the amount of	<u>\$ 14,742.70</u>
Current Secured Property Tax	18,377.66
Current Unsecured Property Tax	786.42
Prior Secured Property Tax	
Prior Unsecured Property Tax	-
Supplemental Property Tax	-
Supplemental Unsecured	-
Timber Yield Tax	-
Homeowners Property Tax	-
Interest Apportionment	3.90
Property Tax Roll Fees	<u>(4,425.28)</u>
Subtotal	14,742.70
Less: Property tax solid waste on the property Tax Roll	-
Total Check Amount Enclosed:	<u>\$ 14,742.70</u>

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

	DETAILS ON INDIVIDUAL SHEETS			DO NOT ENTER NUMBERS ON THIS SHEET! USE INDIVIDUAL SHEETS					
<b>FIRE RESERVES</b>	<b>START</b>	<b>END</b>		<b>Annual Change</b>					
Fire Fund Contingency	\$ 24,500.00	\$ 24,500.00		\$ -					
Alleghany Fire Unallocated	\$ 8,000.00	\$ 8,000.00		\$ -					
Pike City Fire Unallocated	\$ 19,950.00	\$ 9,950.00		\$ (10,000.00)					
Alleghany Firehouses	\$ 11,409.37	\$ 11,409.37		\$ -					
Pike City Firehouse	\$ 3,064.76	\$ 3,064.76		\$ -					
Alleghany Fleet	\$ 4,588.78	\$ 4,588.78		\$ -					
Pike City Fleet	\$ 11,202.95	\$ 1,202.95		\$ (10,000.00)					
EMS Transport vehicle	\$ -	\$ 250.00		\$ 250.00					
Alleghany Dispatch Office	\$ 700.00	\$ 700.00		\$ -					
<b>Total</b>	<b>\$83,415.86</b>	<b>\$63,665.86</b>		<b>\$ (19,750.00)</b>					
<b>STREETLIGHTS ONLY</b>	<b>START</b>	<b>END</b>		<b>CHANGE</b>					
Streetlight Fund	\$ 8,213.38	\$ 8,213.38		\$ -					
<b>ALL RESERVES TOTAL</b>	<b>\$91,629.24</b>	<b>\$71,879.24</b>		<b>\$ (19,750.00)</b>					



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## Treasurer's Report for December 2023

**Beginning Checking Account Balance \$ 3,536.62**

### DEPOSITS

Date	From:	For:	Amount
18-Dec	Camptonville FD	Red Cross Class	\$ 425.00
20-Dec	Sierra County Auditor	\$11,892.90 Fire \$2,849.80 Streetlights	\$ 14,742.70
<b>Deposits Total</b>			<b>\$ 15,167.70</b>

### EXPENDITURES

Ck #	Date	To:	For:	Amount
EFT	12/1	PG&E	details below	\$ 460.49
			Allegheny Firehouse	\$ 50.98
			Pike Firehouse	\$ 103.16
			Allegheny Streetlights	\$ 286.71
			Forest City Streetlights	\$ 19.64
EFT	12/1	West America Bank CC Card	details below	\$ 550.52
			Oreilley auto motor oil for Allegheny	\$ 59.65
			Amazon, gear bags Allegheny	\$ 203.80
			American Red Cross billed to Camptonville FD	\$ 220.00
			Suburban Propane tank rental Pike FH	\$ 65.00
			USPS Postage mailed red cross certs to Camptonville FD	\$ 2.07
800	12/4	DMV	taxes and registration fees water tender 67	\$ 2,177.00
	12/22	transfer to Savings		\$ 10,000.00
801	12/14	Rae Bell Arbogast	Reimbursement for portion of Camptonville Red Cross Class on personal cc card	\$ 205.00
2690	12/22	AT&T	phones	\$ 69.92
2691	12/22	Jorgenson	Fire Ext. annual both depts plus \$32 billed to other to be paid back	\$ 689.35
2692	12/22	Sierra County Public works	Fuel Allegheny \$59.29 Pike \$103.20	\$ 162.49
<b>Expenditures/transfers Total</b>				<b>\$ 14,314.77</b>

Reserve Account Detail		
Contingency	\$	24,500.00
Allegheny Fire Unallocated	\$	8,000.00
Pike City Fire Unallocated	\$	12,950.00
Allegheny Firehouses	\$	11,409.37
Pike City Firehouse	\$	3,064.76
Allegheny Fleet	\$	4,588.78
Pike City Fleet	\$	1,202.95
Allegheny Dispatch Office	\$	700.00
Streetlights	\$	8,213.38
EMS Vehicle Fund	\$	250.00
Interest Earned	\$	13.13
<b>Reserve Account Total</b>	<b>\$</b>	<b>74,892.37</b>

<b>Ending Checking Account Balance</b>	<b>\$</b>	<b>4,389.55</b>
<b>Starting Savings account balance</b>	<b>\$</b>	<b>15,936.42</b>
transfer from checking	\$	10,000.00
interest earned	\$	1.93
<b>Ending Savings Account Balance</b>	<b>\$</b>	<b>25,938.35</b>
<b>General Fire Fund (accounts listed above) * see note below.</b>	<b>Total</b>	<b>\$ 30,327.90</b>
<b>All Fire Funds (including reserves)</b>	<b>\$</b>	<b>97,006.89</b>

\* Note, the general fire fund is used to pay the streetlights during the year, but the light's net gain or loss is either added to or subtracted from the Streetlight reserve fund after the books are closed-out each year.

Report prepared by Rae Bell, Treasurer

<b>Reserve account Starting Balance</b>	<b>\$</b>	<b>71,886.14</b>
Interest earned	\$	6.23
deposits	\$	3,000.00
<b>Reserve account Ending Balance</b>	<b>\$</b>	<b>74,892.37</b>

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

Name Printed \_\_\_\_\_

**Total All Funds \$ 105,220.27**

title \_\_\_\_\_





Staff report for meeting date 1/18/2024

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** Donation of \$3,000 for the Pike City Fire Dept. from the AK and CM Jennings foundation, Special Districts Financial Transactions report letter from the California State Controller’s office scanned and emailed to Blain Boden, Holiday cards from several agencies, vendors and the insurance company **Outgoing** Thank you letter and receipt for tax purposes sent to the AK and CM Jennings Foundation. **Email topics (in & out):** Sierra County disaster preparedness committee re: meetings, Joyce White of DVFPD re: runs, Firewise USA re: community updates, Pike FH Planning Committee re: meeting, USDA Rural Development re: vehicle reimbursement grant

**Agenda item 4. b) 6 Firewise communities.** The renewals for both communities completed in November were initially rejected because the 3-year action plans were due. I discovered that you can’t go by the dates that show on the portal dashboard for each community! It showed the plans were not due until next year. On December 6<sup>th</sup> I was able to update both plans using the new template that firewise USA Provides. We received notice on 12/7/2023 that both communities are in “good standing” for another year. The new certificates have been added to each community’s firewise website for easy public access.

SPI is moving forward with a timber harvest plan for the Lohman Ranch area. This will compliment the Trapper Project in the same area around Pike/Pike City.

**Agenda item 4. b) 7 Firehouse Projects and ADA compliance**

- Status of Alternatives Analysis for Pike City Firehouse. The Committee met on Jan 5<sup>th</sup> report to be provided at meeting.