

MOSQUITO FIRE PROTECTION DISTRICT

Minutes Regular Meeting

Thursday, January 11th, 2018 7 PM

Mosquito Station #75, 8801 Rock Creek Road, Placerville, CA 95667

1. **Call to Order.** 7 PM
2. **Roll Call & Announcement of Quorum.** *Present Directors Snyder, Swystun, Morris, Mikel and Hern.*
3. **Pledge of Allegiance.**
4. **Approval of Agenda.** *Motion to approve agenda by Director Swystun, second by Director Morris. Ayes: Directors Snyder, Swystun, Morris, Mikel and Hern. Noes:0 Abstain:0*
5. **Approval of Minutes.** *Regular Meeting December 06, 2017. Motion to approve Minutes by Director Swystun, second by Director Mikel. Ayes: Directors Snyder, Swystun, Morris, Mikel and Hern. Noes:0 Abstain:0*
6. **Public Comment.** *Public may address the Board on any District related item not included in this agenda. Comments should be limited to three (3) minutes in duration. No comments.*
7. **Fiscal Items:**
 - 7.1. *Approval of Treasurer's Report 01-08-2018. Motion to approve Treasurer's Report by Director Swystun, second by Director Snyder. Ayes: Directors Snyder, Swystun, Morris, Mikel and Hern. Noes:0 Abstain:0*
 - 7.2. *Approval of Expenditures: Expenses 12-19-2017. Motion to approve by Director Swystun, second by Director Morris. Ayes: Directors Snyder, Swystun, Morris, Mikel and Hern. Noes:0 Abstain:0*
 - 7.3. *Approval of Expenditures: Expenses 12-28-2017. Motion to approve by Director Swystun, second by Director Mikel. Ayes: Directors Snyder, Swystun, Morris, Mikel and Hern. Noes:0 Abstain:0*
 - 7.4. *Approval of Expenditures: Expenses 12-29-2017. Motion to approve by Director Swystun, second by Director Snyder. Ayes: Directors Snyder, Swystun, Morris, Mikel and Hern. Noes:0 Abstain:0*
 - 7.5. *Approval of Expenditures: Expenses 12-30-2017. Motion to approve by Director Swystun, second by Director Snyder. Ayes: Directors Snyder, Swystun, Morris, Mikel and Hern. Noes:0 Abstain:0*
8. **Informational Items: Correspondence and Communication**
 - 8.1 **Chiefs Report.**

I. The Department.

- *The District went through a very challenging year. The first quarter of the year we worked through some of the worst rain storms in 20 years. We cleared rock and mud to keep Rock Creek Road open. We graduated 5 personnel from the Fire Academy with honors. Our personnel worked with and assisted CALFIRE and USFS on numerous control burns in the El Dorado National Forest and at Growlersburg Camp. Five of our personnel were recognized by the County for actions taken on a medical aid that resulted in saving a resident's life. All personnel; Firefighters and Support Personnel were recognized by the County Board of Supervisors for actions taken during the storms that impacted the community. Our Members were deployed to campaign fires throughout the summer, I was deployed to Washington State as a FEMA representative.*
- *Water Tender 75 deployed on three task force assignments. The most recent was to the Lilac Fire in Escondido, and then the Thomas Fire in Ventura County. According to their taskforce leader our personnel performed admirably and with distinction. They displayed a strong positive and can-do attitude.*
- *We brought Advanced Life Support to the district, our Paramedic Personnel began delivering ALS care to the community last June. I am very happy to say that as of Tuesday January 9, 2018, I have joined the ranks of our ALS Personnel and now carry a full complement of ALS Equipment in my vehicle.*
- *The District now also has a Fire Marshall that has assisted many in the community with building plans review and adherence to County and State Building Codes.*
- *We continue to work towards a combined service agreement with Garden Valley Fire*

II. Information:

A portable pump was donated to the Fire District. The pump can produce 500 gpm. We will be looking to mount it on a platform that will allow for quick and easy deployment and will provide back up to Pump 75.

We will be renovating the admin office next week. Admin Staff will be temporarily moved to the Chiefs Office. Captain Purves and myself will temporarily move upstairs.

III. Retirements and Promotions

Division Chief Tom Stuart has retired.

Captain Todd Hern will be promoted to the Position of Division Chief.

Dion Nugent to Fire Marshal

Acting Company Officers promoted to Lieutenant.

AJ Bechler,

Curtis Harper

Chris Garaguise

The promotions will provide for a consistent command presence during company operations, when full time command personnel are off duty.

IV. Equipment

We have an aggressive maintenance program in place to reduce the potential of apparatus break down. Firefighter Phil Southern has been assigned as our fleet maintenance manager. The maintenance program has found several issues that could have caused significant damage to our apparatus. These issues were quickly repaired. Most recently is the air dryers for the brake systems on all of our apparatus which are all original parts. They are required to be changed out every two years. Not changing these units out, can cause significant problems to the brake systems causing thousands of dollars in damage. Maintenance costs are a fraction of the cost of potential repairs, and decreases the impact on our readiness capabilities.

Pump 75. *Has been repaired and is back in service. The lights have been re-wired.*

Utility 75, *the Trailer Wire Harness has a short. We will be re-wiring once the parts have been received.*

WT 75, *Air Dryer has been replaced.*

Engine 275, *Will have the air dryer replaced in February.*

Engine 75, *Will have the Air Dryer replaced in March.*

The cost for replacement is about \$500 for parts, all labor is being performed by MFPD personnel.

V. Calls for Service:

In 2017 we received 200 requests for emergency services.

<i>Medical:</i>	<i>70</i>
<i>Public Assist:</i>	<i>65</i>
<i>Hazard:</i>	<i>6</i>
<i>Structure Fire</i>	<i>4</i>
<i>Vegetation Fire</i>	<i>11</i>
<i>Agency Assist</i>	<i>1</i>
<i>Strike/Taskforce</i>	<i>2</i>
<i>Debris Burns</i>	<i>14</i>
<i>Fire/Smoke Check</i>	<i>7</i>
<i>Welfare check</i>	<i>5</i>
<i>Vehicle Fires</i>	<i>3</i>
<i>Auto Accident</i>	<i>6</i>

8.2 Correspondence and Communication. None

8.3 Ad Hoc Committee Reports

- a. Parcel Assessment Review Committee. *Committee needs to continue educating the district on why we need to increase revenue.*
- b. Services Consolidation Committee. *The Committee is continuing further discussions with the Garden Valley Fire Department on the details of the consolidation plan.*
- c. Grant Coordination Committee. *Director Swystun and Chief Dwyer will be completing a new Fema Grant application with a February 2nd, 2018 deadline.*

9. Action Items.

9.1 Accept Independent Auditors Report of district finances for fiscal year ending June 30, 2017. *Motion to accept report by Director Snyder, second by Director Swystun.*

Ayes: Directors Snyder, Swystun, Morris, Mikel and Hern. Noes:0 Abstain:0

9.2 Discuss findings and recommendations from Independent Auditor's Report. *The auditor found no problems and made a recommendation to use donation forms. Refer to 9.4. Informational item, no action required.*

9.3 Informational – Form 700 and Public Service Ethics Education Training due for most Board members in 2018. *Let minutes reflect that Form 700 is due and The Online Ethics Course taken. No action needed.*

9.4 Accept public donation of a “Honda Trash Pump” as a Capital Contribution. *Per Auditor we need to develop a donation form to accept donations. A Donation form has been developed. Motion to accept donation by Director Snyder, second by Director Swystun.*

Ayes: Directors Snyder, Swystun, Morris, Mikel and Hern. Noes:0 Abstain:0

Director Hern volunteered to write a policy for accepting donations and bring it before the board.

10. Director's Comments. *Director Mikel announced that the district has purchased a new computer, updating our accounting program from version 9 to version 18.*

11. Adjourn. *Motion to adjourn by Director Snyder, second by Director Morris. 8:40 PM*