

**MINUTES OF MEETING
OF THE BOARD OF DIRECTORS OF THE
LAKE VALLEY FIRE PROTECTION DISTRICT
OF EL DORADO COUNTY
June 14, 2018**

The Board of Directors of the Lake Valley Fire Protection District of El Dorado County met in regular session on June 14, 2018 at Station 7 in Meyers, California.

ROLL CALL

Director Bettencourt called the meeting to order at 5:36 pm. There were present the following Directors: Bettencourt, Huber, Rice, Hogan and Allen. Chief Alameda was present along with Lake Valley personnel.

AGENDA

A motion was made by Director Hogan and seconded by Director Rice to approve the agenda of June 14, 2018 with the following changes: item 8A – Badge Pinning was moved up and presented before item 7 – Old Business. The motion passed unanimously.

MINUTES

A motion was made by Director Hogan and seconded by Director Rice to approve the minutes from the May 10, 2018 meeting with the following corrections: under Public Comments the speaker's name is to be changed to "Harriman" and the term "Wild Fire" under New Business (C) is to be changed to "Wildfire." The motion passed unanimously.

PUBLIC COMMENTS

None

COMMUNICATIONS

The Board reviewed the letters received.

NEW BUSINESS

A. Badge Pinning

Wade Corbett and Jake Looney were sworn in as Apprentice Firefighter/Paramedics, Mike Anderson was promoted to Engineer, and Luke Anderson was promoted to Captain.

A brief recess occurred at 5:43 pm and the Board went back into session at 5:55 pm.

OLD BUSINESS

A. JPA Update

JPA Executive Director Ryan Wagoner reported that the west slope contract had been signed for a term of five years at \$11.3 million, with an additional three possible years at \$500,000. He advised that we are still waiting to hear from El Dorado County regarding the upcoming RFP, as well as what the new transportation rates will be. Lake Valley personnel are assisting in accrediting another Paramedic for the JPA, and a second ambulance has been taken out of service for mechanical problems. In addition, he reported that the new agreement regarding Board make-up has been signed by Lake Valley and Fallen Leaf Fire Department, but the City of South Lake Tahoe and Barton Health have not agendized the issue. (Note: later during the meeting it was confirmed that the City has agendized it for their June 19th meeting). Lastly, ED Wagoner has been in communication with the Abaris Group regarding the upcoming RFP. A brief discussion occurred regarding the cost of responding to Kirkwood and the potential for recovering those costs. The next scheduled JPA meeting is July 9th.

B. VHR Update

Chief Zlendick reported on the June 11th VHR ad hoc committee meeting, where the County is beginning the process of dealing with potential caps and anti-clustering measures. The Board of Supervisors will be passing an amended ordinance in July which includes inspections for VHRs, required signage, a new fine schedule, bear box requirements, and new time limits for noise. The cost recovery for inspections performed by the District was discussed at length. The staff will return to the Board with a full, updated report.

NEW BUSINESS

B. 2016-17 Draft Audit

Zach Pehling, from Pehling and Pehling CPAs, presented and discussed the 2016-17 audit. The increased liabilities due to retirement and retiree health care costs were discussed. He advised the Board that most small fire districts were facing the same financial issues as Lake Valley, and recommended that an optimum reserve would be approximately six months of the annual operating budget (approximately \$3.5 million). He also recommend that the Board adopt and approve an operations manual for the Office Manager position.

C. Approval of the 2018/2019 Preliminary Budget

The Chief presented the budget to the Board. A motion was made by Director Rice and seconded by Director Allen to approve the preliminary budget. The motion passed unanimously.

D. FAIRA Renewal of Liability Insurance

A motion was made by Director Hogan and seconded by Director Allen to approve the renewal of the FAIRA liability insurance. The motion passed unanimously.

E. NCS DIA Renewal of Workers Comp Insurance

A motion was made by Director Hogan and seconded by Director Huber to approve the renewal of the NCS DIA workers comp insurance. The motion passed unanimously.

F. Resolution 2018-06 – A Resolution of the Board of Directors of Lake Valley Fire Protection District Establishing Appropriation Limits for the Fiscal Year 2018-2019

A motion was made by Director Huber and seconded by Director Rice to approve the 2018-2019 Appropriation Limits. The motion passed unanimously.

G. First Reading of the 2018 Lake Valley Fire Protection District Prevention policy Cost Recovery Fee Schedule

The fee schedule was presented to the Board by Chief Zlendick. The hearing was opened and closed with no public comment made.

H. Discussion for Establishing Additional Revenue Streams

Director Huber opened the discussion by talking about various potential new revenue sources, to include looking at cost recovery for calls outside the District (Kirkwood and Twin Bridges), develop a fee schedule for calls involving non-residents, contact El Dorado County regarding tapping into their VHR TOT, recover funds from publicly-owned lots (county, state and federal) through Measure M, increasing ad valorem, contacting Vail regarding EMS calls, etc. Staff was directed to follow up with the suggestions and report back to the Board. Director Huber stated that we need to expand how we think about revenue and look at every source.

The Board decided to move item J – SNPLMA 16 FAC MOU Between LVFPD and TDFPD before item I – Surplus Chipper, Chip Truck and Life Safety Trailer.

J. SNPLMA 16 FAC MOU Between LVFPD and TDFPD

John Picket, Forester for Tahoe Douglas FPD, presented information regarding the MOU between the two Districts allowing his agency to perform chipping, defensible space and Fire Adapted Community (FAC) activities. He advised that they would follow CalFire personnel doing inspections and drumming up energy for defensible space work, along with providing community chipping days. The Tahoe Resource Conservation District will be approving a contract with TDFPD, enabling the grant monies to be disbursed. All of Lake Valley is considered to be a FAC, which allows all homeowners in the District to receive rebate monies when the program is in place. A policy manual for the rebate process is in the works. The information will be placed in a database for grant reporting and tracking purposes. Teri Tucker will maintain an office at the CalFire building in Meyers, and be responsible for public contact as well as data maintenance. Director Allen noted that she is the “face of the District” when it comes to defensible space and chipping, and the public has come to trust her. A motion was made by Director Hogan and seconded by Director Huber to direct Chief Alameda to sign the MOU. The motion passed unanimously.

I. Surplus Chipper, Chip Truck and Life Safety Trailer.

A motion was made by Director Huber and seconded by Director Rice to surplus the chipper, chip truck and Life Safety Trailer. The motion passed unanimously.

REPORTS

A. Lake Valley Fire Protection District Reports

Chief Alameda presented his report.

B. Firefighter's Association

Engineer Jackson requested information regarding the Fire Safe Council monies that are owed to the District. Chief Alameda advised him that the issue is still in litigation. Engineer Jackson also advised the Board regarding the most recent testing process, and how proud they should be of everyone who participated. He mentioned the hard work completed by Chief Pevenage and Captains Malone, Hagenbach and Stephen, as well as many other staff members. Lastly, Engineer Jackson requested that the Board establish a negotiations team to discuss a potential side letter regarding the upcoming ad valorem and COLA raises occurring in January 2019.

C. Battalion Chiefs

Chiefs Zlendick, Hekhuis and Pevenage presented their reports. Chief Pevenage presented a new wildland fire manual had been created with the assistance of Engineer Goldberg, Engineer Anderson and Firefighter/Paramedic LaChapelle, and he lauded their work on the document. Chief Hekhuis advised that the overtime numbers should decrease now that new personnel have been hired, and that the Honor Guard performed admirably during the Memorial Day ceremony at Happy Homestead Cemetary. Chief Zlendick advised that the PTEIR grant is going through some legal discussions. Director Bettencourt requested that a long-term facilities plan be brought before the Board at the next meeting.

REVIEW AND APPROVE DISTRICT YEAR TO DATE INCOME AND EXPENSE REPORT

A motion was made by Director Hogan and seconded by Director Huber to approve the District year-to-date income and expense report (June 1, 2017 – April 30, 2018). The motion passed unanimously.

APPROVE DISTRICT PAYROLL

A motion as made by Director Rice and seconded by Director Bettencourt to approve the District payroll for pay period 9 for \$146,087.39 and pay period 10 for \$140,835.81. The motion passed unanimously.

The Board went into recess to review the bills at 9:01 pm. The Board went into open session at 9:10 pm.

PAYMENT OF THE BILLS

After being reviewed, a motion was made by Director Rice and seconded by Director Hogan to approve the bills paid May 23, 2018 for \$28,174.47 and June 6, 2018 for \$35,631.57. The motion passed unanimously.

ADJOURNMENT

The meeting was adjourned at 9:10 pm.

Approved at the meeting of July 12, 2018.

Respectfully submitted,

Robert Bettencourt
CHAIRPERSON

John Rice, Secretary
SECRETARY

L. Allen prepared the minutes