

West Plainfield Fire Protection District

24901 Road 95, Davis, California 95616 • (530) 756-0212

Minutes – March 21, 2017 West Plainfield Fire Protection District Board of Commissioners

1. CALL TO ORDER

The meeting was called to order at 7:00 pm by President James McMullen. Present were:

Commissioners: Beoshanz, Hjerpe, Yeager, McMullen and Guarino
Staff: Assistant Chief Bill Heins and Chief Cherie Rita
Guests: Volunteer Association President Patrick Fish, Mike Rita, Mark Beoshanz,
and Garrett Beoshanz, Lieutenant Tom Stiles and Assistant Chief Dave Stiles.

2. PUBLIC COMMENT

Commissioner Hjerpe presented Commissioner Beoshanz with a plaque in recognition of his service on the Board of Commissioners and as serving Chairman of the Commissioners for so many years.

3. LILLARD HALL

- a. Lillard Hall Business
Nothing New to Report
- b. Lillard Hall Reports
Commissioner Guarino asked that large items that have funds already allocated to them be shown on the report so the Commissioners can see what money is actually available. This would only be for large extraordinary items.

Motion by: Commissioner Guarino
2nd: Commissioner Hjerpe

To add amount for extra ordinary items already owed reflected in the balance.

Passed: Unanimously

- c. Lillard hall Committee Report Ad Hoc
No Meeting, No Report

4. FINANCIALS

- a. Approve payment of bills

Motion by: Commissioner Guarino
2nd: Commissioner Hjerpe

To approve the bills in the amount of \$2,780.31.

Passed: Unanimously

Motion by: Commissioner Guarino
2nd: Commissioner Beoshanz

To take item 6b out of order.

Passed: Unanimously

6. Old Business

b. B30 Build

i. Review/Accept chassis quote.

Assistant Chief Dave Stiles informed the Board that he had looked at a lot of options on apparatus replacements regarding costs. There were 3 options he looked at specifically.

- New - \$200,000+
- Used - \$55,000+ as a 10-year used
- Build/Assemble ourselves (volunteers) - \$70,000-80,000

In researching the building of the Brush Rig the consensus was to go with the Ford F350 Chassis. Ron Dupratt Ford has a DGS contract so they were able to get discounted pricing. Estimated costs would be about \$68,000 including the electrical.

Commissioner Yeager brought up the concerns over needing additional bids since there was only one. Assistant Chief Heins informed the Board that he had contacted the county and found that if there is a state DGS contract there is no need for other bids and since Ron Dupratt has a contract we do not need to solicit any other bids.

Assistant Chief Heins as clarified for the Board that if the value of the item needed is between \$5,000 and \$10,000 we would need 2 additional quotes if the item was \$10,000 – 49,999 then there would need to be 3 quotes and if over \$50,000 there would need to be a formal bid process.

Commissioner Yeager stated that he felt that they should consider a Ford F450 instead as he felt it would be better in the long run. There was discussion and it was decided that the Ford F450 would be the one to purchase.

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

To approve the purchase of the Ford F450 Chassis at the DGS Contract rate from Ron Dupratt Ford.

Passed: Unanimously

Motion amended by: Commissioner Guarino
2nd by: Commissioner Yeager

Motion amended to authorize a price of up to \$45,000.

Passed: Unanimously

- ii. Review/Accept bed and boxes quote
Will need another quote on the boxes
- iii. Review/Accept tank and pump quote
All agreed need to break out the tank and pump as independent components to get other bids.

By consensus it was agreed that both 6bii and 6biii will be continued to the next meeting.

4. FINANCIALS

- b. Financial Reports
Assistant Chief Heins stated that he is still not able to get percentages.

5. New Business

- a. Budget Modifications – B30 Build
 - i. From Equipment Replacement Reserve to Equipment
Chief Rita stated that she would like to move from the Capital Asset Placement Fund (300600-001 to Equipment Line Item (503070 the \$70,000 for B30 build. Commissioner Hjerpe concurred.

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

To transfer \$70,000 from account #300600-001 to Account #503070

Since there would need to be a 4/5 vote to pass this motion, President McMullen asked for a roll call.

Commissioner Hjerpe – aye
Commissioner Yeager – aye
Commissioner Beoshanz – aye
Commissioner Guarino – aye
Commissioner McMullen - aye

Passed: Unanimously

6. Old Business

- a. Disposition of Engine 230
Assistant Chief Heins informed the board that he had talked to the County and they have informed him that we may need to take Engine 230 to Vacaville to dispose of the asset. They work with a company to dispose of them. They will send it to auction as county property and whatever money they receive will be put in our funds.

He also informed the Board they the volunteers had kept anything that could be recycled and used later.

- b. Proposition 172 Funds Update
Chief Rita stated that she had met with Supervisors Chamberlain and Saylor and

will be setup up additional meetings with those effected by any changed in the use of these funds. The supervisors support the fire districts and are requesting a proposal be prepared. Chief Rita felt it may take a year to hammer out but that we would see a positive result.

7. Chief's Report

- Chief Rita asked Commissioner Guarino if he would be able to attend this year and he declined. Therefore, only Assistant Chief Heins will be attending and she will cancel the second room. Date of the conference is April 5-7 in Monterey.
- a. Quarterly Review – Agreed Upon Goals
Chief Rita stated there she had several goals.
 - Update Policy Manual – Done
 - Identified Job Description and will update
 - Airport Inspections – ¾ complete
 - Evaluate officer – done but coming due again by 6/1. Assistant Chief Hein is currently due for his formal review.
 - Still working on remuneration from the Airport.
 - Recruitment ongoing
 - Training ongoing
 - Upward movement to officers from volunteer status is being supported.
 - Need more Drivers as always, a continuous issue.

8. Assistant Chief's Report

AC Heins reported as follows:

- Trees by DQU were determined to be owned by the County.
- North Bay door was fixed under warranty
- There is new litigation under the freedom of information act which allows any communication from a business from a cell phone are all discoverable. So, it is always better to be more forms on our communication.
- A Thank you letter was prepared for Culver City Fire for their donation regarding our radios.

9. Volunteer Activities Report

President Patrick Fish informed the Commissioners that the last big event was the Pancake Breakfast which was very successful in raising \$65,000 net for the Volunteers.

He also stated that the new thermal imaging cameras arrived.

10. Committee Reports

- a. Standing Committees
 - i. Benefits Committee Report (Hjerpe, Guarino)– No meeting, no report.
 - ii. Budget Committee Report (Yeager, Hjerpe) – No meeting, no report.
 - iii. Personnel Committee Report (Hjerpe, Guarino) – No meeting, no report.
 - iv. Extended Coverage Committee (Beoshanz, Yeager) – No Meeting, no report. But have received information from Assistant Chief Heins and have a meeting set up for Monday March 27, at 8am at the Station.
- b. Ad Hoc Committees
 - i. Policy Review Committee (Beoshanz, Guarino)– No meeting, no report.
 - ii. Animal Rescue Training Committee (McMullen, Yeager)
Meeting scheduled for April 17th at McMullen Ranch.

11. **Bureau of Indian Health Services**
Nothing new to report.
11. **Training Liaison Report**
No meeting, no report.
13. **Fire Prevention Liaison Report**
Covered under Assistant Chief Heins report. Has a letter regarding inspections that is ready to go.
14. **Major Equipment Repair Liaison Report**
Covered under 6b
15. **Consent Calendar**

To approve the consent calendar as presented.

Motion by: Commissioner Guarino
2nd: Commissioner Yeager

Passed: Unanimously

16. **Minutes**
The Board pointed out some grammatical corrections.

Move to approve minutes as corrected.

Motion by: Commissioner Guarino
2nd: Commissioner Hjerpe

Passed: Unanimously


16. **Clerk's Report**
Clerk Grafton reminded the Board that the Form 700's is due and to make sure to get them filed. Commissioner Yeager asked that she check all the filing to make sure that the county had all of them.
18. **Open Forum**
Commissioner Beoshanz informed the Board that he had heard that County Road 29 between 96-98 would be closed for a week but wasn't sure the dates. Assistant Chief Heins stated he would contact the county and get further information.

19. Calendar


The next regularly scheduled meeting of the Board of Fire Commissioners will be Tuesday April 18, 2017.

If anyone cannot attend they are to contact Clerk Grafton and let her know.

Meeting adjourned 8:55pm



President



Clerk