

**WILLIAMS FIRE PROTECTION AUTHORITY**  
**810 E Street, Williams, California**  
**Regular Meeting of the Board of Directors**  
**Tuesday, February 20, 2018**

**MINUTES**

A regular meeting of the Williams Fire Protection Authority Board of Directors was called to order at 1700 hours by Chief Gilbert, Board Secretary.

Directors Present: Charles Bergson, Mike Charter, John Troughton

Alternates Present: Sam Reynolds

Staff Present: Chief Gilbert, Kara Alvernaz, John Alvernaz

Other Present: None

John Troughton moved to approve the minutes of the January 16, 2018 regular meeting. Motion was 2<sup>nd</sup> by Sam Reynolds. **Motion passed. Ayes 4 Noes 0 Absent 2 by the following vote: Bergson – aye, Charter – aye, Gobel – absent, Reynolds – aye, Troughton – aye, Turner – absent.**

The Financial Reports dated 2/16/18 and the 1/13/18 – 2/16/18 Check Register were presented and discussed. The updated 2017 Strike Team Reimbursement report was also presented. John Troughton moved to approve the Financial Reports and Check Register listing Check # 13222 – 13291 out of Umpqua Bank Checking xxx1215 totaling \$68,954.83 and Check # 169 – 170 out of Umpqua Bank Impact Fee Fund Account xxx1223 totaling \$342,906.99. Motion was 2<sup>nd</sup> by Mike Charter. **Motion passed. Ayes 4 Noes 0 Absent 2 by the following vote: Bergson – aye, Charter – aye, Gobel – absent, Reynolds – aye, Troughton – aye, Turner – absent.**

Chief's Report:

- The January 2018 Stats were presented.
- Announced that the Wildland Fire Academy graduation will be on 3/11/18 at 10am.
- Updated on status of hiring process for replacing shift firefighter.
- Announced that the amount due to FEMA for the 2011 SAFER Grant has been paid in full by Philadelphia Indemnity Insurance Company, the insurance provider for Redden Group and that he signed a "Release of Contract Claims" against Redden Group as approved by Authority legal counsel.
- Reported that he contacted two solar companies and is researching the cost of placing solar on the fire department building.
- Reported that the pump went out on Tender 3051. New pump cost was approximately \$8000.
- Reported that Supervisor Kim Vann, who now serves as the State of California Director of USDA Rural Development, informed him that there is Rural Development Funding available. He is looking into applying for USDA Rural Development Funds to purchase a second water tender and to build a second fire station.
- Presented Enloe Ambulance 2017 report that shows total ambulance responses, response times, destinations, etc.

Kara Alvernaz reported that she has contacted Don Bright, Charlie Morrow and Sajit Singh, all of whom served on the 16/17 Citizens' Oversight Committee for the Authority's Fire Suppression and Protection Benefit Assessment. All three were willing to serve on the committee for the 17/18 Assessment. Chief Gilbert will have the committee meet prior to the next board meeting.

An updated "Claim for Damages" Form was presented as prepared by Golden State Risk Management Authority. Authority last adopted the Public Agency Claim form on 6/16/03. Mike Charter moved to adopt the "Claim for Damages" form. Motion was 2<sup>nd</sup> by Sam Reynolds. **Motion passed. Ayes 4 Noes 0 Absent 2 by the following vote: Bergson – aye, Charter – aye, Gobel – absent, Reynolds – aye, Troughton – aye, Turner – absent.**

An "Incident Report" Form was presented as prepared by Golden State Risk Management Authority. John Troughton asked that the word "Accident" be changed to "Incident" on the last section of the form. John Troughton moved to adopt the "Incident Report" form with the one change. Motion was 2<sup>nd</sup> by Chuck Bergson. **Motion passed. Ayes 4 Noes 0 Absent 2 by the following vote: Bergson – aye, Charter – aye, Gobel – absent, Reynolds – aye, Troughton – aye, Turner – absent.**

Chief Gilbert reported that the final inspection was completed on the new engine being purchased from Ferrara Fire Apparatus. Ferrara has driven it to San Diego and will be displaying it at the Firehouse World Fire show in San Diego. He reported that 1 paid staff and 2 volunteer firefighters will fly down and drive it home! Engine will arrive at station on 3/8! Once the new engine arrives, the Authority will no longer need Engine 3012 - 1997 Freightliner. Mike Charter moved to declare it as surplus property. Motion was 2<sup>nd</sup> by Sam Reynolds. **Motion passed. Ayes 4 Noes 0 Absent 2 by the following vote: Bergson – aye, Charter – aye, Gobel – absent, Reynolds – aye, Troughton – aye, Turner – absent.**

Discussion was held regarding disposition of the surplus engine. Chief Gilbert reported that current ads for similar engines are asking anywhere from \$15,000 up to \$60,000. He suggested starting with a minimum bid of \$20,000. Mike Charter moved to advertise the engine for sale in the Western Fire Chiefs Association – The Daily Dispatch, stating minimum bid of \$20,000, bids must be received by 5pm on March 19<sup>th</sup>, 2018 and will be opened at the March 19<sup>th</sup> board meeting. All funds received from the sale of the engine will be allocated towards purchasing new equipment to be placed on the new engine. Motion was 2<sup>nd</sup> by John Troughton. **Motion passed. Ayes 4 Noes 0 Absent 2 by the following vote: Bergson – aye, Charter – aye, Gobel – absent, Reynolds – aye, Troughton – aye, Turner – absent.**

Chief Gilbert reported on training he attended that trained on inspecting cannabis facilities. He said that the inspections are very in depth and must be conducted bi-annually. A permit fee can be included through the Authority fire code. If added, it would be collected from all businesses in the Authority response area. Discussion followed. Board members didn't want to charge the fee to all businesses. Chief Gilbert will work with the city administrator and negotiate collecting cost to cover bi-annual inspections through the use permit fee.

The meeting was adjourned at 1757 hours.