

WILLIAMS FIRE PROTECTION AUTHORITY
810 E Street, Williams, California
Regular Meeting of the Board of Directors
Monday, June 19, 2023

MINUTES

A regular meeting of the Williams Fire Protection Authority Board of Directors was called to order at 1730 hours by Chairperson, Doug Turner.

Directors Present: Kate Dunlap, Allen Gobel, Kelly Lewis, Doug Turner

Alternate Present: None

Staff Present: Chief Gilbert, Kara Alvernaz

Other Present: Susan Barnes (SCI Consulting)

Kara informed the board that the wrong fiscal years were used on agenda items 3, 5f and 5g. The years should be 2023-2024 not 2022-2023. Kate Dunlap moved to amend the agenda to correct the dates from 2022-2023 to 2023-2024 for agenda items 3, 5f and 5g. Motion was 2nd by Allen Gobel. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Dunlap – aye, Gobel – aye, Lewis – aye, Parsons – absent, Turner – aye.**

At 1734 hours the meeting was opened to a Public Hearing being held for the continuation of the benefit assessment in fiscal year 2023-2024 that funds the Williams Fire Protection Authority Fire Suppression and Protection Assessment District. No comments from the public. The Public Hearing was closed at 1736 hours.

Kelly Lewis moved to approve the minutes of the May 15, 2023 regular meeting. Motion was 2nd by Allen Gobel. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Dunlap – aye, Gobel – aye, Lewis – aye, Parsons – absent, Turner – aye.**

The Financial Reports dated 5/31/2023 and the 5/1 – 5/31/23 Check Register were presented and discussed. Kelly Lewis moved to accept the Financial Reports dated 5/31/2023 and approve Checks # 18024 – 18118 totaling \$168,011.95 out of Umpqua Bank Checking xxx1215 and Check # 203 out Umpqua Bank Impact Fee Fund xxx1223 totaling \$13,367.50. Motion was 2nd by Allen Gobel. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Dunlap – aye, Gobel – aye, Lewis – aye, Parsons – absent, Turner – aye.**

Allen Gobel suggested increasing the strike team payroll fund instead of committing \$42,000 to the Capital Equipment Replacement Fund. It would increase the Strike Team Payroll Fund from \$150,000 to \$192,000. Allen Gobel moved to commit \$42,000 from 2022 Mutual Aid Net Reimbursements to Umpqua Bank Strike Team Payroll Fund and to amend the Strike Team Payroll Fund Policy to reflect the increase. Motion was 2nd by Kelly Lewis. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Dunlap – aye, Gobel – aye, Lewis – aye, Parsons – absent, Turner – aye.**

Kelly Lewis moved to commit \$86,165 back to Umpqua Bank Capital Equipment Replacement Fund. Motion was 2nd by Kate Dunlap. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Dunlap – aye, Gobel – aye, Lewis – aye, Parsons – absent, Turner – aye.**

The proposed revised 2022-2023 Operating and Capital Budgets were presented. Kate Dunlap moved to approve the 2022-2023 Revised Operating Budget of \$2,056,832 and 2022-2023 Revised Capital Budget of \$191,782. Motion was 2nd by Allen Gobel. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Dunlap – aye, Gobel – aye, Lewis – aye, Parsons – absent, Turner – aye.**

The 2023-2024 Operating Budget and 2023-2024 Capital Budget were presented and discussed. Kelly Lewis moved to adopt the 2023-2024 Operating Budget of \$1,243,715 and the 2023-2024 Capital Budget of \$12,125. Motion was 2nd by Allen Gobel. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Gobel – aye, Lewis – aye, Mendoza – aye, Parsons – absent, Turner – aye.**

Chief's Report:

- The May 2023 Stats were presented. Briefed on recent calls.
- Updated on meeting with representatives of Janus Solar and briefed on conversations he has had with fire chiefs in counties that have multiple solar projects.
- Announced that the County Fire Chiefs would be meeting with County Administrator to discuss the RFP for county ambulance services.
- Announced that he would be making offers to 2 volunteer firefighters for the 2 seasonal firefighter positions. The positions will start 7/1/2023 and last 16 weeks.

Kate Dunlap moved to adopt Resolution No. 23-04 – “A Resolution Approving Engineer’s Report, Confirming Diagram and Assessment, and Ordering the Continuation of Assessments for Fiscal Year 2023-2024 for the Williams Fire Protection Authority Fire Suppression and Protection Services Assessment. Motion was 2nd by Allen Gobel. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Dunlap – aye, Gobel, - aye, Lewis – aye, Parsons – absent, Turner – aye.**

Allen Gobel moved to adopt Policy 23-01 – Capital Equipment Replacement Policy using Mutual Aid Reimbursements. Motion was 2nd by Kate Dunlap. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Dunlap – aye, Gobel, - aye, Lewis – aye, Parsons – absent, Turner – aye.**

Discussion was held regarding amending Authority Joint Powers Agreement between the City and the Rural Fire District to adjust the contribution percentages. History of call percentages were reviewed. Kate Dunlap moved to amend the Joint Powers Agreement to change party contribution percentages from 75% City/25% District to 80% City/20% District. The 80/20 percentages would be effective July 1, 2024. Motion was 2nd by Allen Gobel. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Dunlap – aye, Gobel, - aye, Lewis – aye, Parsons – absent, Turner – aye.**

The meeting was adjourned to Closed Session at 1817 hours.

The meeting was called back to Open Session at 1820 hours. It was announced that annual performance evaluation was presented and signed by Chief Gilbert. It was also announced that pending approval of funding increase from City of Williams, staff was directed to schedule Special Meeting on Monday, June 26, 2023 to consider approval of job agreements and amendment to MOU with Williams Professional Firefighters Association.

The meeting was adjourned at 1837 hours.

Doug Turner, Chairperson

Jeffery Gilbert, Fire Chief