



## *Foresthill Fire Protection District*

*P.O. Box 1099 Foresthill, CA 95631*

*Office: (530) 367-2465 Fax: (530) 367-3498*

*[www.foresthillfire.org](http://www.foresthillfire.org)*

**DISTRICT BOARD**  
*CHRIS REAMS*  
*PRESIDENT*  
*KEVIN GREENE*  
*VICE PRESIDENT*  
*WALTER REED*  
*DIRECTOR*  
*RICHARD ARTHUR*  
*DIRECTOR*  
*TYLER HARKNESS*  
*DIRECTOR*

### Minutes of **Regular** Board of Directors Meeting

Thursday, January 12, 2017

Foresthill Fire Protection District Administration Office

24320 Main St.

Foresthill, CA 95631

Video: <https://vimeo.com/201317140>

President Chris Reams called the meeting to order at 6:00 p.m.

**Directors in Attendance:** Chris Reams, Richard Arthur, Kevin Greene, Walt Reed and Tyler Harkness.

**Directors Absent:** None

**Staff in Attendance:** Chief Gow and Secretary Metz.

#### **Approval of Agenda:**

Chief Gow requested to add the following emergency action items:

- Review and approve the content of the survey for a possible tax measure.
- Approve the filling of the following positions:
  - (1) Administrative Captain
  - (2) Captains
  - (3) Lieutenants
  - (1) Limited Term Employee

Director Arthur made a motion to approve the agenda as revised. Director Reed seconds the motion.

Motion carries.

#### **Approval of previous Meeting Minutes:**

VP Greene made a motion to accept the minutes of the December 12<sup>th</sup> Regular Meeting and the December 27<sup>th</sup> Special Meeting. Director Reed seconds the motion.

Motion carries.

#### **Approval of Expenses:**

VP Greene made a motion to accept the December Financial Report as presented.

Director Reed seconds the motion.

Motion carries.

### **Fire Chief Operations Report:**

Chief Gow reported the following items:

- We have been busy with the recent storms.
- E90 is back from the shop. The repairs cost \$1900.
- PH E85 is working out well up here.
- Our lawyer, Kristi Seargeant has left the law firm we use. Our new attorney will be Maggie Stern.

### **Action Items:**

1. Adopt the following policies: 5-002 Overtime 5-003 Compensation
  - a. Chief Gow reported that he is in the process of working with the Local on these policies. He hopes to have them complete for February.
  - b. VP Greene stated that the Chief should get a signature confirmation from the local representative that a meet and confer did take place.
2. Review and Adopt 2015/2016 Financial Audit.
  - a. Director Arthur made a motion to accept the 2015/2016 financial audit as presented. Director Reed seconds the motion.
    - i. Motion Carries.
3. Discuss and approve 3-Year contract with Robert Johnson to Perform Annual Financial Audits for FY 16/17, 17/18 and 18/19. Total Cost: \$14,850.
  - i. Director Harkness stated that he would like to try someone else. Possibly the firm that performs the audit for the Foresthill PUD.
  - ii. Director Reed made a motion to approve the 3 year contract with Robert Johnson. Director Arthur seconds the motion.
    - Reams Aye
    - Greene Aye
    - Reed Aye
    - Harkness Nay
    - Arthur Aye
  - iii. Motion Carries.
4. Approve un-budgeted expenditure of \$525.00 from fund #62405 *Maintenance, Buildings* account #120 *District Office* in order to contract with Clark Pest Control for Pest Control Services.
  - a. Secretary Metz reported that Clark Pest Control had done an inspection of the Admin. Building. The technician found evidence of carpenter ants, spiders and beetles.

- b. VP Greene made a motion to approve the contract with Clark Pest Control as requested. Director Reed seconds the motion.
5. Instead of modifying the survey tonight, the Board decided to call a Special Meeting on Saturday, January 14<sup>th</sup>, 10:00 a.m. at the Admin. Building. The agenda will be posted and distributed tomorrow morning.
6. Emergency Action Item, Fill the following positions:
  - a. Administrative Captain: Matt Johnson
  - b. Captain: Matt Bowers
  - c. Captain: Eric Reams
  - d. Lieutenant: Shawn Cline
  - e. Lieutenant: Matt Jelle
  - f. Lieutenant: Aubrey Pierce
  - g. Limited Term Employee: Randy Hinkle
    - i. Chief Gow reported that testing for Captain and Lieutenant Positions had been held on Tuesday, 1/10.
    - ii. VP Greene stated that he does not agree with filling the Admin. Captain Position. He is concerned that the District cannot afford to fill this position, and asks if it can be filled by existing line personnel? He is also concerned that we are going to ask the voters for more money and by filling this position the District may be perceived as being financially stable.
    - iii. Director Arthur made a motion to fill the positions as presented by Chief Gow. Director Reed seconds the motion.
      - Reams Aye
      - Greene Nay
      - Reed Aye
      - Harkness Nay
      - Arthur Aye
    - iv. Motion carries.

**Discussion Items:**

1. Data request by Director Reed and Mr. Lorance for the effort to secure funding from the Bureau of Reclamation.
  - a. Chief Gow reported that this project is a priority to complete.
2. Scratched from Agenda.
3. Placer County Funding Update
  - a. Chief Gow reported that the County is being very supportive.

**Reports:**

1. Finance Committee (Reams/Greene)
  - a. None
2. Firefighter's Association:
  - a. No meetings in November or December.
    - I. Next Meeting: Tuesday, January 31<sup>st</sup>, 6:00 p.m.
3. Blue Ribbon Advisory Committee
  - a. Met on December 20<sup>th</sup>,
  - b. Waiting for PERS cost figures.
4. EMS Operations Report/Deputy Fire Marshal Duties
  - a. Chief Gow reported that he will have report in February.
5. Foresthill & Iowa Hill Fire Safe Council Report:
  - a. No report.
6. Director's Reports:
  - a. Reams
    - I. PHFPD has the paperwork done for starting the recruitment process for a new Fire Chief.
    - II. Would like to begin discussions on a long range plan for the District.
  - b. Greene
    - I. Requested to add a Discussion Item to the agenda beginning in February titled *Replacement of Fire Chief*.
  - c. Reed
    - I. None
  - d. Harkness
    - I. None
  - e. Arthur
    - I. None

**Correspondence:**

1. Letter from Robert W. Johnson, re: Information related to our financial audit.
2. From LAFCO: Notice of Availability of the Municipal Service Review for Fire and Emergency Services in Western Pl. Co. – Public Review Draft.

**Old Business:**

- None

**Public Comment:**

- None

**The Board and Chief Gow went into Closed Session at 6:52 p.m.**

**7:06 p.m. President Reams reported that the Board signed a Settlement Agreement to end a Personnel Issue.**

Meeting adjourned at 7:10 p.m.

**NEXT MEETING: THURSDAY, FEBRUARY 9, 2017**  
**6:00 P.M.**

Respectfully Submitted:



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Patrice Metz, Board Secretary