



MINUTES

ALPINE FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING

FIRE STATION 17 (MEETING ROOM) 1364 TAVERN RD, ALPINE

TUESDAY, FEBRUARY 18, 2020 - 5:00 P.M.

All exhibits described here are available for public inspection at the time and date as listed above or prior to such meeting when reports are ready in the fire station. Persons with a disability requesting disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the public meeting may do so by contacting the Clerk of the Board at (619) 445-2635 during regular office hours. Notification 24 hours prior to the meeting will enable the District to make reasonable arrangements to assure accessibility to the meeting.

1) ATTENDANCE AT THE REGULAR MEETING

Board Members arriving after the meeting begins will be noted PRESENT at the point in which they arrive. Board Members leaving the meeting will be noted ABSENT at the point that they leave and PRESENT at the point they reenter the meeting.

The meeting was called to order at 5:00pm by Director Easterling. Roll call by Clerk of Board Hannah Hughes. Directors in attendance: Easterling, Mann, Price, Taylor and Willis. Also present, Fire Chief Brian Boggeln, Legal Counsel Steve Fitch and Clerk of the Board Hannah Hughes.

2) PLEDGE OF ALLEGIANCE

Led by Firefighter/Paramedic Colby Ross

3) INVOCATION

Given by Chaplin Drew MacIntyre

4) APPROVAL OF AGENDA

Motion to approve agenda as submitted
(M/ Mann 2nd/Easterling Approve 5-0)

5) APPROVAL OF MINUTES

1. Approval of the Minutes of Regular Meeting January 21, 2020 (pgs. 4-7)
Motion to approve Minutes of Regular Meeting as presented.
(M/Mann 2nd/Taylor Approved 5-0)

6) CORRESPONDENCE

1. Thank you from Heartland Dispatchers (pgs. 8-9)
Noted.

MINUTES

7) PUBLIC HEARING ON AGENDA ITEMS

The public may comment on any matter on the agenda at this time or may request of the Board that public comment be heard immediately prior to the Board taking action on a particular item. If there are no requests for further public comment on a particular matter then this portion of the agenda shall conclude public comment on all agenda items.

Read. No comment.

8) DISCUSSION – POSSIBLE ACTION ITEMS

1. Annual Benefit Fee Tax Report for Fiscal Year 2019/2020. Discussion/Action.

To review and approve the annual benefit fee tax report for the prior fiscal year. (Report pgs. 10-22)

Finance Officer Caccavo reviewed the Annual Benefit Fee Tax Report and highlighted the only changes were a result of 2019 annexation of parcels.

Motion to approve Annual Benefit Fee Tax Report as submitted.

(M/Mann 2nd/Taylor Approved 5-0)

2. Benefit Fee Review for Fiscal Year 2020/2021. Discussion /Action.

To review the District Benefit Assessment and determine if the Board will approve and adopt an increase in the benefit fee for Fiscal Year 2020/2021. (Staff Report pg. 23) (Attachment A pg. 24-25)

Finance Officer Caccavo explained the Annual Benefit Fee Review and the recommendation to approve and adopt Consumer Price Index (CPI) increase.

Motion to approve and adopt recommendations to Benefit Fee as submitted.

(M/Price 2nd/Mann Approved 5-0)

3. Conflict of Interest Code- Biennial Review. Discussion/Action.

To review District Conflict of Interest Code pursuant to Government Code Section 87306.5 and determine in any revisions are needed. (Staff Report pg. 26) (Current Code Filings pg. 27-31)

Finance Officer Caccavo explained the biennial item of the Conflict of Interest Code and the purpose to review any title changes. There were no changes to report.

Motion to approve the Conflict of Interest Code as submitted.

(M/Taylor 2nd/Price Approved 5-0)

4. LAFCO- Independent Special Districts Election Results. Information Only.

To review the election results for the eight seats on the sixteen member Special District Advisory Committee. (pgs. 32-33)

Fire Chief Boggeln shared the election results.

5. Permit Issuance for Open Burning of Combustible Waste Matter. Information Only.

To review information on changes for open burning regulations for Alpine Fire Protection District residents. (Staff Report pg. 34) (Exhibit A&B pgs. 35-39)

Fire Chief Boggeln reported on the changes from Cal Fire regarding open burning regulations.

MINUTES

6. Revisit Board of Director Business Cards. Discussion/ Action.

Per Director Willis request, to discuss District business cards and their use for Board of Directors. (Staff Report pg. 40)

Motion to discuss District business cards and their use for Board of Directors.

(M/Mann 2nd/Willis Approved 5-0)

Director Easterling asked Director Willis about use of business cards and asked for clarification on where they were distributed. Director Willis informed the Board of Directors the business cards were for familiarizing constituents with Director Willis's position in the community. Legal Counsel Fitch explained the legality of using the District logo and referenced the ethic's training on mass mailing and distribution of materials. He also clarified that business cards, or any material with the District logo, are not to be used for any type of solicitation for personal or political gain. The District logo cannot be used in any capacity without prior Board approval.

Motion to amend original motion to approve 750 business cards per director per term called by Director Willis.

No second, motion failed.

7. Concrete Repairs around Exterior of the Station. Discussion/ Action.

To review and approve the immediate repair of concrete surrounding exterior of the station. (Staff Report pg. 41) (Exhibit A&B pgs. 42-51)

Fire Chief Boggeln reported on the findings from the engineer regarding the need for concrete repairs. The new recommendation is to complete all the work at once and move funds from building capital fund to cover the expense, will be going out to Request for Proposal (RFP) shortly.

Motion to put out request for proposal (RFP) and complete scope of work all at once.

(M/Mann 2nd/Taylor Approved 5-0)

8. 2019 Annual Report. Information Only.

To review the 2019 end of year report. (pg. 52-53)

Fire Chief shared the 2019 Annual Report.

9) **CONSENT CALENDAR**

1. Financial Report – January 2020 (pgs. 54-78)
2. Employee Reimbursement Report – January 2020 – (pg. 79)
3. Investment Portfolio as of January 2020 (pg. 80)

Motion to approve consent calendar as presented.

(M/Price 2nd/Easterling Approved 5-0)

10) **REPORTS – Information Only**

1. Fire Chief (pgs. 81-82)
Noted, no questions.
2. Fire Marshal – January 2019 (pg. 83)
Noted.

MINUTES

3. Local 2638

Local 2638 President Ozbirn shared on two upcoming events. The 'Fill the Boot' fundraiser benefiting The Burn Institute happening on March 5th and The 2nd Annual Pancake Fundraiser benefiting Alpine Fire Foundation will be on April 25th.

4. Board or Staff Committee Reports (HCFA, HTFA, FAIRA, PASIS, et. al)
None to report.

5. Fire Statistics by Incident Type for prior months – January 2020 (pgs. 84)
Noted. No comment.

6. Grant Update (pgs. 85-86)

Finance Officer Caccavo reported on outstanding grants and highlighted changes noted in the grant update report.

11) PUBLIC DISCUSSION

In accordance with state law, an item not on the agenda may be brought forth by the general public for discussion. No action or discussion shall be undertaken, except that members of the board may briefly respond to statements or questions posed by the general public. In addition, on their own initiative or in response to questions posed by the public, the board members may ask a question for clarification; provide a reference to staff or other resources for factual information or request staff to report back to the board at a subsequent meeting concerning any matter. Furthermore, a member of the Board may take action to direct staff to place a matter of business on a future agenda.

Read, no comment.

12) DIRECTOR'S REPORTS

Items or reports from Board Members not printed on the Agenda may not be discussed by the Board, but if appropriate, will be placed on a future Agenda.

Easterling: none

Mann: none

Price: none

Taylor: none

Willis: none

- 5:24 pm adjourned to Closed Session

13) CLOSED SESSION

a) California Government Code §54957.6

CONFERENCE WITH NEGOTIATORS

Negotiators: Mann, Taylor

Title: Finance Officer Caccavo

- 5:53 pm reconvened to Open Session
Direction given, no action taken.

MINUTES

14) ADJOURNMENT

Motion to adjourn at 5:55 pm
(M/ Mann 2nd/Price Approved 5-0)

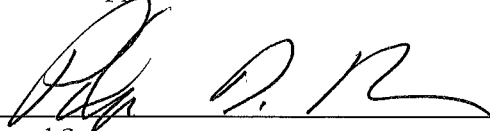
NOTIFICATION OF NEXT MEETING

Next regular meeting will be held:

March 17, 2020 at 5:00 p.m.

Alpine Fire Station 17, (Meeting Room) 1364 Tavern Road, Alpine

Minutes Approved:



Board Secretary

5-15-20
Date