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*Board Members: Judy Seymour, President Rebecca Golly, Vice President  
David Branesky Brian Dressler Greg Stefani*

### **MINUTES**

#### **Special Board Meeting**

**19601 S. Highway One, Manchester, CA**

**6:00pm Thursday November 7, 2017**

1. **Call to order** – 6:00pm
2. **Roll Call** – Boardmembers Branesky, Dressler, Golly, Seymour, Stefani present
3. **Privilege of the floor** – no comments
4. **Consent Calendar**: it is suggested that items (a) through (d) be acted upon simultaneously, unless separate action or discussion is requested
  - (a) Minutes of the 8-8-17 meeting
  - (b) August, September, October Bills / Treasurer's Report
  - (c) Comparative Balance Sheet
  - (d) June – October Equipment Repair Summary

**Motion to approve Consent Calendar as presented**

**M/S/C (Dressler, Stefani, 5/0)**

#### **5. Reports**

- (a) Fire Chief –Suddith updated the Board on volunteers' strike team activity. Boardmember Dressler asked whether volunteers from other departments ever participated on our strike teams. Suddith said we do staff strike teams with non-department volunteers. These people attend some department trainings during the year to maintain RCFD standards. Boardmember Seymour asked who had liability responsibility for these volunteers when they are on our engines. The Chief believes it is the lending agency.

The Chief reported he would be attending a 2-day training on new building code enforcement and inspection requirements in Ukiah on February 13 & 14.

- (b) Secretary / Committee reports (PG&E Cost Comparison Before and After Sonoma Clean Energy; election updates; CFRIS Report update; NVFC (Josh Cellars) grant submission; Insurance Payroll Audit submission; Financial Transactions Reporting training class in Sacramento December 15; )
6. **Correspondence** (MCAFD; County Counsel regarding Building Standards; Flahavan correspondence; CFAA Vehicle Rate Changes; Redwood Coast Fuels tax increase; )

#### **NEW BUSINESS**

7. **Discussion / Action regarding approval of updated Volunteer Application, and review and possible update of Volunteer MOU including stipends.** No action required.
8. **Discussion / Action regarding Fire Lane Striping at Arena Cove** – Boardmember Dressler stated he believed the City had responsibility for striping, not the owner. The Chief will talk with Paul Anderson again regarding this. No Board action required.
9. **Discussion / Action regarding authorization to sign Federal Excise Tax Exemption Certificate for USbank/Voyager** – The Board approved signed the exemption certificate again this year.
10. **Discussion / Action regarding emergency services billing inquiry** - Boardmember Golly said she would contact the State Regulators to see how this should be handled.

11. **Approve 2017-18 property taxes**  
Motion to approve property taxes as presented  
M/S/C (Golly, Dressler, 5/0)
12. **Approve 2015-16 Audit Report**  
Motion to approve 2015-16 Audit Report  
M/S/C (Dressler, Golly, 5/0)

**OLD BUSINESS**

13. **Discussion / Action regarding fire lane blockage issues at the General Store to determine that all Fire and Safety conditions of approval have now been met (continued from 8-8-17 meeting)** – The Chief confirmed that all conditions of approval had been met. No Board action required.
14. **Discussion / Action regarding building standards (if applicable)** – no action required
15. **Discussion / Action regarding force labor account (if applicable)** – no action required
16. **Discussion / Action regarding 2017-18 Vehicle Replacement Schedule (continued from 8-8-17 meeting)** – The Chief reported he is still trying to find a buyer for the 1985 engine and is setting his sights on a new Type III engine. This will remain a standing agenda item for updates.
17. **Adjournment** – 7:00pm