



BOARD MINUTES August 12, 2021

SCOTT VALLEY FIRE PROTECTION DISTRICT A California Special District Siskiyou County, California P.O. Box 130, Greenview, CA 96037 (530) 468-2170 messages only Location: Fire Hall, 317 Maple St. Greenview, CA. 96034 http://www.scottvalleyfire.com

Chief Paul Buchter 530-598-7249 pbuchter@live.com

Assistant Chief Steve Poling 530 340-3245 stevepoling64@gmail.com

Administrator Nancy Salucci 541 210-4618 joy@mind.net

Board of Commissioners: Larry Alexander, Chair James C. Roseman, Vice Chair Kathleen Williams Kevin Hullquist Scott Frick

Summarized MINUTES from a regular Board of Commissioners meeting of Scott Valley Fire Protection District, Greenview, California. The meeting was held on Thursday, August 12, 2021, and was opened at 5:00 p.m. by Chair Larry Alexander. Present were James C. Roseman, Vice Chair and board members Kathy Williams, Kevin Hullquist, and Scott Frick, plus Administrative Officer Nancy Salucci and Acting Chief Steve Poling. Also present was community member Wayne Drager.

Public Report: As a former member of Boulder Creek FPD, SVFPD and Etna FD Chief, Mr. Drager spoke of his concerns about departments participating on out-of-country strike teams to the potential detriment of their local communities.

Acting Chief Steve Poling

Continuing/New business Chief Poling reported that all went well on the Dixie Fire. Former Chief Ben Austin was appointed Acting Chief in Poling’s absence. Administrator Salucci reported that Austin was in frequent touch with her. Some equipment issues were noticed and 1530 may need a new gearbox. The new Chaser Rig is numbered 1550. Poling submitted two new applications today.

Administrative Officer Salucci

CLOSED SESSION—PERSONNEL No action taken. Referred to Operations for action. QVIR Memorandum of Understanding (MOU). QVIR Administrator sent a copy of a Bureau of Indian Affairs Memo of Understanding to be used as a sample for a possible agreement between QVIR and SVFPD . The Board instructed Administrator Salucci that it would be up to County Counsel to adapt it to both party’s needs.

Additions/deletions to roster/new firefighter applications Kim Knox was added to the roster. Wayne Drager declined. Al Buchter’s application is pending. Two new applications were submitted today.

Training/Safety/Injury and Illness Prevention Program monthly report Recent safety focus: Safety vehicle inspections, structure protection safety, and the need to follow fire ground instructions.

Motion to approve 2021/22 strike team payment rates to personnel Motion Roseman, 2nd Frick, all ayes. Motion passed. Rates are per the Cal-Fire Siskiyou Unit Assistance by Hire Agreement and may not apply to all strike teams.

Table with 2 columns: Hourly rate paid to SVFPD by hiring agencies and Hourly Rate paid to SVFPD employees. Rows include Co. Officer/Captain, App. Officer/Engineer, and Firefighter.

Table listing Employer costs charged to hiring agencies: 6.20 % Social Security tax, 1.45 % Medicare tax, 2.00 % CA Unemployment Insurance, .10 % Employee Training tax, 10.00% Workers’ Comp Insurance, and a total of 19.75 %.

**Banner Bank up-date signors.** The Board agreed to remove Jay Akerman as a signatory on the account, leaving Board members Williams and Hullquist and Administrator Salucci as the three signors on the Banner Bank checking account. Two signatures are required on checks. Motion Hullquist/2<sup>nd</sup> Roseman, all ayes, passed.

**2019-2020 Audit** The audit was completed by Smith & Newell CPAs. The Governmental Disclosure Checklist and representation letter were signed. A corrective action plan re capital asset reporting will be completed by next month.

**Monthly revenue deposits, transfers, approval; payment of bills; strike team payments due/received; IRS penalty levied and appealed.** \$927.89 Mary Fire; \$674.83 Meadow Fire. Thus far this fire season SVFPD has billed over \$27,000 to CalFire, OES, and USFS for strike team participation. This is excluding the Dixie fire.

SVFPD has historically made Quarterly IRS deposits. Recently we were penalized for making quarterly deposits instead of monthly deposits. Two appeals are pending. An IRS deposit for July & August (3<sup>rd</sup> Quarter) is being made as we switch to monthly deposits due to increased strike team participation.

**Approval and payment of August 2021 bills**

City of Ft. Jones	200.00	Support for medical runs
Siskiyou Tel	91.87	Utility
Pacific Power	123.09	Utility
US Bank	1558.78	Misc. equipment and fuel purchases
IRS	378.77	Q2 Penalty 941 payment
IRS	3595.38	Q3 advance 941 payment (Journal transfer to auditor)
Dept of Justice	32.00	Fingerprinting
Nancy Salucci	2290.62	Salary (Administrative Officer)
Paul Buchter	775.74	Salary (Chief)
Steve Poling	775.74	Salary (Acting Chief)
Paul Buchter	120.00	Reimburse internet
Steve Poling	329.87	Reimburse internet & two antennae
Nancy Salucci	450.79	Reimburse internet, office supplies, mileage June & July
Scott Valley Auto Parts	28.59	Miscellaneous supplies
Joshua Frick	79.87	Reimburse antennae
Baxter Auto Supply	24.76	Parts
Dept Motor Vehicles	725.00	Register/tax for new vehicle 1515
Webfoot Truck & Equipment	1868.72	Steering box replacement on 1518
Ben Austin	24.00	Reimburse keys
Larry Hicks	719.41	June & Lava fires
Talon Baldwin	325.43	Meamber & Meadow fires
Nicholas Kraus	922.73	Meamber, June & Lava fires
Lloyd Pearson	750.69	June & Lava fires
Dustin Wailes	719.41	June & Lava fires
Joshua Frick	719.41	June & Lava fires
David Donahue	719.41	June & Lava fires
Patrick Costello	719.41	June & Lava fires
Benny Austin	479.46	Beswick fire
George Poe	203.32	Meamber fire

Motion to pay above bills Hullquist/2<sup>nd</sup> Roseman, all ayes. Motion passed.

**Oral communications, correspondence, continuing/new business** Nothing to report.

**Operations Data**

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Full Strength (goal)	25	25	25	25	25	25	25	25				
Active firefighters on roster	17	18	18	18	18	20	20	18				
Inactive firefighters	1	0	0	1	0	0	0	0				
Firefighters removed from roster	0	1	0	0	1	0	1	2				
New applications received	0	0	1	0	2	1	2	3				
Applications pending	1	0	1	1	3	2	5	4				

SVFPD Minutes  
August 12, 2021

Attended 1st Tuesday drill	11	11	13	10/7	12	12	9	10				
Attended 2nd Tuesday drill	11	9	14	9	21	12	7					
Station Staffing: Greenview		5	5	5	5	5	5					
French Creek		5	5	5	5	7	5					
Callahan		2	2	2	2	2	2					
Moffett Creek		6	6	5	5	6	6					

**July 2021 totals per Cal-Fire dispatch records**

Vegetation Fires	Vehicle Accident	Structure fires	Other fires	Medicals	Haz Mats	Public Assists	Others	Total
4	5	0	7	20	0	3	1	40

**BOARD REPORTS**

*Larry Alexander, Chair (Public Information Officer, Grant Procurement, Fire Safe Council Liaison)*

**Approval of minutes** Motion to approve the minutes from July 8, 2021, Williams/2nd Frick, Roseman abstained, four ayes, passed.

**Oral communication; correspondence; continuing/new business** Nothing to report.

*Kathy Williams (Sunshine Committee, Dalmatians Liaison)*

**Dalmatians** financial report: Approximately \$18,778 at Edward Jones and \$6762 at Banner Bank. The Dalmatians cleared \$2500 at the recent Etna Rodeo. Our fire crew requested that the Dalmatians purchase an ice chest for strike team use at a cost of \$269.99. A request will be made to the Dalmatians. Motion Roseman/2nd Hullquist. All ayes, passed.

**Continuing/New business** Nothing to report.

*Kevin Hullquist*

**Continuing/New business** Nothing to report.

*Scott Frick*

**Continuing/New business** Former Assistant Chief Al Buchter and Commissioner Scott Frick purchased equipment auction a low mileage, 4WD, 2002 International Pumper Type 3 VIN 1HTSEAAN12H505322 at a recent CalFire equipment auction. Cal Fire would only accept a check at the auction from a fire department (not the Dalmatians). A \$10,000 check was tendered from SVFPD's Banner Bank account and was reimbursed by the Dalmatians. "It is possible that we can lease this back to Cal Fire," per Commissioner Frick.

Motion to Adjourn William/ 2nd Frick. Four ayes, passed.

Date \_\_\_\_\_

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Administrative Officer