

**GRATON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR BOARD MEETING MINUTES
March 10th, 2020 7:00pm**

1. Call to Order at 7:00pm
2. Pledge of Allegiance
3. Roll Call: Maddocks, Farmer, Cesaretti, Nunes and Gray present
 - a. Also present: Chief Bullard, Deputy Chief Fisher, Assistant Chief Sabrowsky
4. Additions or Corrections to Agenda: None
5. Scheduled and Unscheduled Appearances: None
6. Old Business
 - a. Tax Measure Updates
 - i. County Parcel Tax Report: Maddocks and Farmer to participate on assigning parcel tax
 - ii. Administrative Assistant Position: 28 applications received, Farmer to participate on interview panel with office manager from Rancho Adobe Fire Department and Firefighter Josh Skikos
 - iii. Job Description for Engineer and Firefighter Positions: Current drafts are in the board packet for review; get comments to Farmer or Maddocks
 - b. Annual Form 700 due to County April 1st
 - c. Approve Policies and Procedures Manual update
 - i. Motion by Farmer to accept the policies and procedures as written, 2nd by Nunes. Passed 5/0/0.
7. New Business
8. Committee Reports
 - a. Apparatus: New 8496 has arrived and driver training has started. New 8463 vibration issue fixed and should be delivered this month.
9. Approval of prior Board Meeting Minutes
 - a. Motion by Cesaretti to accept the February 11th, 2020 Board Minutes as written, 2nd by Gray. Passed 4/0/0.
10. Purchase Requests
 - a. Request to purchase miscellaneous tools for new engines, 8463 and 8496
 - i. Motion by Cesaretti to purchase tools from lowest-priced vendor not to exceed \$6,000.00, 2nd by Gray. Passed 5/0/0.
11. Bills & Warrants
 - a. Motion by Cesaretti to accept Check Detail dated March 2020 in the amount of \$51,686.48, 2nd by Gray. Passed 5/0/0.

12. Budget Report: The Budget has been presented and reviewed by the Board. The Bookkeeper will be breaking down the property taxes into a separate category.
13. Correspondence: County Special District Roster Update for 2020
14. Fire Chief's Report
 - a. Roster, Alarms and Drills
 - i. Roster: No changes
 - ii. Alarms: 56 Alarms for February 2020
 - iii. Drills: 19 Drills for February 2020
15. Closed Session: Govt. Code section 54957(b)(1): Fire Chief Job Review.
 - a. None
16. Adjournment: 7:37pm