

**GRATON FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS  
REGULAR BOARD MEETING MINUTES  
May 12, 2020 7:00pm**

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*Participate by phone 669.900.9128, passcode 370703559#*

1. Call to Order at approximately 7:00 pm
2. Pledge of Allegiance
3. Roll Call: Maddocks, Farmer, Cesaretti, Gray and Nunes present
  - a. Also present: Chief Bullard, Assistant Chief Sabrowsky
4. Additions or Corrections to Agenda: move item 7b to 4a
  - a. Station Refinancing: Rick Brandis from Brandis Tallman presented a proposal to refinance the current fire station loan from the USDA as interest rates have dropped since 2010. Based on current market rates, the District could save up \$235,371 through refinancing. This would happen by Brandis Tallman releasing a request for proposals from banks. Offers would be brought to June 2020 Board meeting for review. Following board discussion, Farmer made a motion for District staff to move forward with refinancing of the District's USDA loan; 2<sup>nd</sup> by Cesaretti. Passed 5/0/0
5. Scheduled and Unscheduled Appearances: None
6. Old Business
  - a. Tax Measure Updates
    - i. County Parcel Tax Report: Review request for tax levy exemptions from Mt. Gilead and Eugene Calvi. Board decided not to make exceptions in its commitment serving the community by treating all parcel tax use code equally. Recording Secretary will write a letter sharing the Board's decisions.
      1. May meeting date, apply tax rates to parcels: Enclosed in the Board packet
    - ii. Status on Engineer and Firefighter positions: Final job postings reviewed. Deadline for application is June 5 to allow candidates to complete CPAT.
  - b. COVID-19 Response & Protection. There has been online training and weekly calls. Deputy Chief Fisher setting up wildland training with proper safety precautions to allow for in-person training.
7. New Business
  - a. Check Signing Approval: Discussion on check signing for payroll with hiring of career staff. Board decided to check signing process the same – at monthly board meeting.

Sydney Pitts will check with HR retainer attorney how to implement for the new hires.

- b. Station Refinancing: see 4a
  - c. November Re-Election: Torrey Farmer, Wes Gray, and Jason Nunes due – Pitts will keep them informed when it is time to submit paperwork in July.
  - d. Mutual/Auto Aid Calls: Board has concerns about amount of calls being run outside the District with no compensation. Chief Bullard is working with SCFD Chief on this issue. Chief Bullard will have a decision whether we are receiving compensation or cancelling mutual aid at June Board meeting. Additional discussion on calls for hazardous conditions related to roadways and responsibility of County Roads.
8. Committee Reports
    - a. Apparatus: new 8496 will be back in 2 weeks from warranty repairs.
  9. Approval of prior Board Meeting Minutes.
    - a. Motion by Cesaretti to approve the April 14th, 2020 Board Minutes as written, 2nd by Gray. Passed 5/0/0.
    - b. Motion by Farmer to approve the April 20th, 2020 Board Minutes as written, 2nd by Nunes. Passed 5/0/0.
  10. Purchase Requests
    - a. Helmets to replace those that are aging out. Cal Fire Grant will reimburse for 3 of the 6 helmets, including shrouds and visors. Motion by Farmer to purchase 6 structure helmets from The Fire Store, not to exceed \$2500. Gray 2nds. 5/0/0
    - b. Add pole saw to new engine 8463 used for wildland fires. Needed to limb trees to get engines down tight driveways. Cal Fire Grant will reimburse for 50% of cost. Engine 8460 has one, so it is already part of training program. Motion by Cesaretti to purchase Stihl pole saw from Action Sports and Power Equipment not to exceed \$800. Gray 2nds. Passed 5/0/0.
  11. Bills & Warrants
    - a. Motion by Cesaretti to approve Check Detail dated May 12, 2020 in the amount of \$34,664.66. Gray 2nds. Passed 5/0/0.
  12. Budget Report: The Budget has been presented and reviewed by the Board.
  13. Correspondence: None
  14. Fire Chief's Report
    - a. Roster, Alarms and Drills
      - i. Roster: Pitts added to roster as Administrative Assistant.

- ii. Alarms: 62 Alarms for the month of April 2020.
  - iii. Drills: 12 Drills and Activities for April 2020.
- 15. Closed Session: Govt. Code section 54957(b)(1): Fire Chief Job Review.
  - a. None
- 16. Adjournment at approximately 8:20 pm