

**GRATON FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS  
REGULAR BOARD MEETING MINUTES  
June 9, 2020 7:00pm**

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*Participate by phone 669.900.9128, passcode 370703559#*

1. Call to Order 7:00 pm
2. Pledge of Allegiance
3. Roll Call- Maddocks, Farmer, Cesaretti, Nunes. Also present: Chief Bullard, Assistant Chief Sabrowsky
4. Additions or Corrections to Agenda: None
5. Scheduled and Unscheduled Appearances: None
6. Old Business
  - a. Status on Engineer and Firefighter positions - Received 16 applications internally and externally. Confirming interview panel to move ahead in process.
  - b. COVID-19 Response & Protection - Return to in-person training in the field and bay. Using protocols in place for social distancing, cleaning, etc.
  - c. Station Refinancing: Brandis Tallman followed up with refinancing discussion from last month. They distributed a Lender Request for Proposal to 15 banks and received 3 quotes with interest rates at 19-year, 17, and 15-year terms. Capital One presented the best proposal at a 15-Year Term with a total Cash Flow Savings of \$360,839 at a Net Present Value Savings of 5.95%.
    - i. Consider and adopt Debt Policy: Motion to accept Debt Policy as written. Nunes moves. Cesaretti 2nds. Passed 4-0-1.
    - ii. Consider and approve Resolution 20-6-1. Nunes makes motion to approve Resolution and select Capital One's 15-year proposal for the refunding of the prior COPs. Farmer 2nds. Passed 4-0-1.
    - iii. Nunes moves for Brandis Tallman to work with Capital One and Special Counsel to finalize the lease documents. The financing team will also work with USDA to close on July 1, 2020 and pay off the Prior COPs. Farmer 2nds. Passed 4-0-1.
  - d. November Re-Election for Torrey Farmer, Wes Gray, and Jason Nunes. Documents are accepted electronically. Pitts supplied links to resources for candidates.
  - e. Mutual/Auto Aid Calls. Bullard reached out to County Fire, they are willing to pay for the service. Bullard presented a proposal to reimburse. Board decided the mutual aid calls are not about funding but resources responding out of district. Board directed staff to discontinue mutual aid.
7. New Business

- a. 1. Pay Period and FLSA requirements. Discussion of semi-monthly or monthly pay period and FLSA work period with recommendations by LCW. Farmer makes a motion to approve a monthly pay period, setting pay date for the 15th of each month for the prior month's pay period. Cesaretti 2nds. Passed 4-0-1.
- ii. Nunes moves to select Option 1 for FLSA reporting, tracking actual hours worked per FLSA period. Farmer 2nds. Passed 4-0-1.
- b. New Hire Insurance recommendations. Board reviewed proposals. Nunes moves to select ABD. Cesaretti 2nds. Passed 4-0-1.
- c. Approval of preliminary District budgets. Cesaretti moves to accept Resolution 20-6-2 to adopt the proposed Operating Budget for the 2020/2021 fiscal year. Farmer 2nds. Passed 4-0-1. Cesaretti moves to accept Resolution 20-6-3 to adopt the proposed Capital Reserves Budget for the 2020/2021 Fiscal year. Farmer 2nds. Passed 4-0-1.
8. Committee Reports
  - a. Apparatus. Motion by Farmer to surplus the old 8496 and old 8463 to closed bids process for July meeting. Cesaretti 2nds. Passed 4-0-1.
9. Approval of prior Board Meeting Minutes. Cesaretti moves to approve the May 12th, 2020 Board Minutes as written. Farmer 2nds. Passed 4-0-1.
10. Purchase Requests: None
11. Bills & Warrants. Motion by Cesaretti to approve Check Detail dated June 9, 2020 in the amount of \$50,451.72, 2nd by Farmer. Passed 4-0-1.
12. Budget Report. The budget has been reviewed and approved by the Board.
13. Correspondence. Maddocks has signed letters for parcel tax exemptions. Board agrees not to make exceptions.
14. Fire Chief's Report
  - a. Roster, Alarms and Drills
    - i. Roster: Motion to move Sam Ballenger to Firefighter status. Cesaretti moves. Farmer 2nds. 4-0-1.
    - ii. Alarms: 52 alarms for the month of May 2020.
    - iii. Drills: 15 Drills and Activities for May 2020. Training academy is complete. Driving commitments taking weeks to complete vs. months to get new engine in service. The volunteers made this happen quickly.
15. Closed Session
  - a. None
16. Adjournment at approximately 8:56 pm