



Quincy Fire Protection District

Board of Commissioner's

Meeting January 12, 2023

Feather River Bulletin Conference Room

I. Chairman Mike Taborski called the meeting to order at 8:00 a.m. with Treasurer Andy Ryback, Commissioner Johnny Mansell, Fire Chief Robbie Cassou, and Administrative Secretary Karrie White available for a phone conference. Kris Kurpjuweit, Financial Advisor Edward Jones.

II. Public Comment:

Karrie invited Kris to discuss some options on investing funds for the District, we are currently working with a company that is a 501c3 non-profit organization that is in the process of basically the same as QFPD with investments of funds and what's appropriate options.

Cash, Money Market, and CDs: The money comes due every so often it is enough to cover payroll and other obligations the money market is currently paying at 4% the bank is paying at .06 percent.

Cassou clarified the difference between Quincy Volunteer Fire Department which is a 501c3 and the Quincy Fire Protection District which is not a 501c3. He said the district gets its money from taxpayers and public funds, and grants.

Ryback questioned if Edwards Jones dealt with public agency funds and is aware of the State of California requirements to back up the funds 110%. Mansell questioned if Edward Jones has other public agencies they currently deal with.

Mansell agrees with the idea of having the funds grow stating that it goes back to the resolution regarding operating accounts and investment accounts. He told Kris the board cannot make any decisions today so he recommended looking into Edward Jones having public agencies funds, the requirements, and what the options are for the District.

The board agreed to discuss it more when we have more detailed information regarding Edward Jones dealings with public agencies and meet again at the next scheduled board meeting on February 9, 2023.

III. Ryback made a motion to approve December 8, 2022, meeting minutes. Mansell seconded the motion, the motion was approved.

IV. Financial Report: Treasurer Ryback

- a.** Ryback: He noted that Karrie did not provide financials as of yet only the agenda
- b.** Claims signed
- c.** Taborski asked the Chief if there anything regarding the financials he wanted to add for discussion. The Chief explained that the District received the 50/50 grant so we will be buying wildland safety gear and radios, and fire helmets. It will cost the district close to \$20k to purchase these items. A detailed ensured regarding the new required radios for mutual aid.
- d.** Ryback questioned, during last month's meeting if the generator grant project was accomplished, and the Chief informed the board it was up and running and that he was closing out the documents for the grant.

V. Fire Chief's Report - Chief Cassou

- a.** We had 41 for December calls for emergency medical services, six fire-related calls, and one hazmat call for a total of 48 calls with an average of 2.67 persons per call.
- b.** Drills – January
 - 1/3/23 – Officers meeting.
 - 1/10/23 – Fire drill Fit test and Immunizations ID imaging and ID inventory.
 - 1/17/23 – Rescue CPR Certification.

1/24/23 – Fire drill Pig rig mechanical band systems.

c. Engine Company reports.

- 8161: We had the pump test done and a quote to certify, we already owe \$2,600 for repairs done, if we want to do an aerial service before it leaves, which would be a good idea to do. The cost is \$2,700. They are quoting 12-15k for the work necessary, which includes rebuilding certain cylinders that operate the ladder @ \$150.00 each and there are 4 of them however Hi-Tech does not feel the need to be done.
- The board had a long conversation on the sustainability of the new ladder truck and the cost of repairs vs buying a new one. No action at this time while more detailed estimates are obtained.

d. Monthly Inspection, Fire Extinguisher training: Cassou

- I did a Fire Extinguisher training class with Friends of Plumas County Animals; we had 25 people participating in the training.

- VI.** The Community Supper was last month the turnout was 12-14 volunteers during the day, it was take-out with the option to have a sit-down dinner. It was very different from the past, if there were more than 12 in the dining area I would be surprised. We were all in uniform and most people would come up and ask for take-out. John Gay and Tim Pitlock were there helping.
- VII.** At the last officer's meeting, we voted into full membership Chopper Munoz, Amy Weaver, and Jessie Lazzarino.
- VIII.** At the Holiday party we had food for 80 and served 76 one of the volunteers showed up with 4 family members so it was 80 served I'm impressed with the turnout. The dinner menu Oran Morrison did was great I will defiantly use them again. Mansell asked what the charge was and Cassou said it was \$27 a plate, adding on a side note other individuals I used in the past charged \$50 a plate.
- IX.** Installation dinner dates are as follows; QFPD will be Saturday, February 18, starting at 6 pm dinner at 7 pm, and Coby Brown, Ben Windle, Frank Carey,

and David Windle are handling the preparations. Dixon will prepare/serve the dinner and Quincy Inc will pay for it. Our volunteers are doing breakfast the next morning for the Dixon crew. Dixon will be having their Installation on the 4 of March and Coby, Ben, Frank, and David will be going to Dixon to handle their banquet as has been done between these two sister departments for decades.

- X.** Grants: Regarding the volunteer firefighters' assistance grant, I will be spending close to \$40k and only be reimbursed for \$20k. The AFG FEMA grant we did last year we didn't get for the breathing apparatus so I am applying for another one this year that is due by Feb. 5, however I am not sure if I am going to make the deadline. Taborski questioned when the last time they were replaced and how critical it was. Chief explained that our last breathing apparatus is from 2002, they are old, and the recertification company will not certify them anymore. The board discussed the replacement and prioritizing the need to get the grant done with the possibility of hiring a grant specialist to process the paperwork.

I am wanting to send several volunteers to a Driver Operator 1A and 1B course both are 40-hour classes in March for two weekends. Beckwourth fire is putting on the classes in Portola it is a \$600 class and the books are \$180. Kenny Osbourn with Beckwourth Fire has been teaching these classes since Tom Foster passed. Regarding the costs, Taborski questioned the Chief about who we are sending and what he felt was their commitment to our department. Chief supported these individuals for the class adding that he also has two that have shown interest and they have been with the department for several years.

- XI.** On the 5th of January, we had the corporate board meeting. That board is working on multiple things including purchasing jackets for all the firefighters and the bylaws for the department, Captain Dale Ready is putting together an advertisement to be shown at the movie theater. It's a 30-second video for recruitment and the yearly cost to advertise at the theater is \$3,000 a year.

There was a discussion about the OES 360 fire engine and letting it go back to the State for several reasons. Taborski questioned Cassou regarding the contract with OES and our obligations and the Chief informed the board it was just a matter of calling and having them come pick it up but we can still send our trucks out and get \$144 an hour for a 24-hour two-week period.

Taborski questioned the importance of having it in our fleet and Cassou said that it's a very valuable truck for us but can be replaced easily. Mansell asks about the requirements that need to be met from the State. Chief said they require red card certifications for the volunteers to participate in mutual aid fires which is special training that the department has to send them to.

XII. Other Business:

- Fire Station 2 replacement:
 - Cassou no updates at this time
- Discussion, and possible action regarding the purchase of Andy's Way property:
 - Chief said he got an estimate from Wilburn Construction to take down the buildings on the property this does not include asbestos removal of two buildings and a garage, removing stumps, and hauling away the debris the estimate doesn't say anything about tree removal. The amount is \$18,285. Mansell questioned if the notice to vacate was given to the last tenants and Cassou informed the board that Quincy Property Management had sent the letter Jan. 1 informing them that the property is no longer a rental property and they have to vacate the premises in 60 days.
- Discussion and possible action regarding the progress of the La Porte facility project:
 - No updates at this time
- Discussion and Possible actions on the separation from the County:
 - The board agreed to move forward with the letter of intent to be sent to the Plumas County Auditor's office, Treasurer, and County Board of Supervisors.
- Resolution 2023-112-1 Establishing an alternative depository and authorizing the transfer of Districts funds:

- The board had a long conversation regarding Ryback's questions on the wording of the resolutions and whether they could change the banking institution. Karrie informed the board that on the County checklist, we have to have an established account to transfer funds into at the time of the separation. Yes, we have to name a depository bank at the time of separation. The board agreed to use Plumas Bank with the mention of the possibility of using other banks.

The foregoing resolution was introduced by Director John Mansell who moved its adoption, and seconded by Director Michael Taborski and then adopted on a roll call vote by the following vote:

- Director Chairman Michael Taborski: Aye
 - Director/ Treasure Andrew Ryback: Abstain
 - Director/Commissioner John Mansell: Aye
 - Ayes: 2 Noes: 0 Abstain: 1 Absent: 0
- Resolution 2023-112-2 Establishing a revolving fund to pay expenses per SB 288 Gov code 53952:
 - Ryback questioned the wording on the 110% of one-twelfth of the District's adopted budget for that fiscal year and if it was necessary. Taborski mentioned that secretary White had researched other District's separation processes and requirements, which shared their template along with detailed information on the SB bills and government code section.

Ryback made a motion to approve the resolution, and Mansell seconded the motion, The foregoing resolution was introduced by Director John Mansell who moved its adoption, and seconded by Director Andrew Ryback and then adopted on a roll call vote by the following vote:

- Director Chairman Michael Taborski: Aye
- Director/ Treasure Andrew Ryback: Aye
- Director/Commissioner John Mansell: Aye
- Ayes: 3 Noes: 0 Abstain: 0 Absent: 0

- Resolution 2023-112-3 appointing a District Treasurer and defining the duties and compensation in that office:

Ryback made a motion to approve the resolution, and Mansell seconded the motion, The foregoing resolution was introduced by Director John Mansell who moved its adoption, and seconded by Director Andrew Ryback and then adopted on a roll call vote by the following vote:

- Director Chairman Michael Taborski: Aye
- Director/ Treasure Andrew Ryback: Aye
- Director/Commissioner John Mansell: Aye
- Ayes: 3 Noes: 0 Abstain: 0 Absent: 0

- Discussion and possible actions on Fire Chief's applications and interviews:

- Taborski: The Fire Chief's application closing date is Feb. 15 and my recommendation would be that we take our individual folders and review the applicants and be prepared to talk about these and accept any other ones at our meeting Feb. 9th which is still prior to the application closing date. At that meeting, through our individual notes we can select the top 3- 5 candidates.

Ryback questioned if we were going to have a panel. Taborski said he has spoken with Steve Munson president of the Fire Chief's Association and Plumas Eureka Fire Department, and asked if he would be interested. He also asked former longtime Deputy Chief David Windle to sit on the interviewing panel which would give us a 5-member panel for the interviewing process.

The meeting was adjourned by Chairman Taborski at 9:15 a.m.

Submitted :

Chairman Taborski

Date

BOC 1/12/2023