

**HAMILTON BRANCH FIRE PROTECTION DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS**

December 8, 2021 Meeting Minutes

1) Fire Board President, Norman Sollid, called the meeting to order at 1:00 PM

2) Fire Board Members Present: President Norm Sollid, Secretary John Seipert, Director Katherine Newton & Director Brett Hurff. Vice President Ron Damsen was absent. Staff present: Fire Chief Andrew Courtright. Administrative Assistant Holly Coons.

3) Pledge of Allegiance

President Sollid led the pledge of allegiance

4) Approval of the Meeting Minutes for November 10, 2021:

President Sollid asked the Fire Board if they had any questions or corrections to the November meeting minutes. There being none, Sollid called for a motion to approve the meeting minutes.

Upon a motion by Director Seipert, seconded by Director Newton, the minutes were approved unanimously.

5) Approval of the Agenda:

President Sollid asked if the Fire Board had any changes to the agenda for *December 8, 2021*.

President Sollid called for motion to approve the agenda.

Upon a motion by Secretary Seipert, seconded by Director Hurff, the agenda was approved as posted.

6) Public Comment:

None.

7) Old Business:

None.

8) New Business:

A. Fire Board of Directors – OATH of Office:

Secretary Coons administered the oath for Norm Solid, John Seipert, Katherine Newton & Brett Hurff.

B. Monthly Expenditures for November – Fiscal Year 2020/2021:

President Sollid called for a motion to approve the expenditures for *November*.

There were questions regarding the expenditures. Grant funds were discussed. Chief explained the items purchased are displayed on the table that were purchased from grant funds. The budget will reflect the revenue and expense on the next financial statement.

Upon a motion by Secretary Seipert, seconded by Director Newton and with a unanimous vote, the expenditures were approved.

C. Extend Peninsula Fire & Hamilton Branch Fire Contract:

Chief explained this contract is written the same except the dates have changed. The Current contract will end in March, which was for six months.

Chief suggested after March, the contract should be for one year at a time.

After a brief discussion, President Sollid called for a motion to approve the contract between Hamilton Branch Fire & Peninsula Fire.

Upon a motion by Secretary Seipert, seconded by Director Newton.

The motion was approved unanimously.

AYES – 4 NOES – 0 ABSENT - 1

9) Reports:

A. Fire Chief's Report:

Chief Courtright reported a slow month for *November*.

Chief reported 2 Medical Aids & 2 Fire Calls. Peninsula Fire's response time was 7 minutes.

Chief reported Personnel and equipment are doing well.

Chief reported that on display is equipment purchased from the California Fire Foundation Grant totaling \$11,454.00.

Chief reported the district's water tender was assigned to the DIXIE Fire for 7 days. The reimbursement from the State of California is \$30,000.00 which includes personnel.

Chief said the funds will be kept in the district's general fund until the board of directors decide where the funds are needed the most. The check usually takes 45 – 60 days to arrive.

Chief announced that Seneca Hospital has set up a COVID BOOSTER CLINIC by appointment only.

A picture was taken of the board of directors with the equipment purchased with grant funds.

B. Fire Board of Director's Reports / Comments:

There was a discussion regarding the Board of Directors contact list. The corrections were noted.

10) Correspondence:

None.

11) Future Agenda Items:

A. Monthly Expenditure for *December* – Fiscal Year 2021-2022

B. Monthly Expenditures for *January* – Fiscal Year 2021-2022

12) Next Scheduled Regular Fire Board Meeting:

Wednesday, February 9, 2022, 1:00 PM, in Hamilton Branch Fire Hall, 3791 Big Springs Road, Lake Almanor Ca. 96137.

13) Meeting Adjourned

There being no further business, President Sollid thanked everyone for attending the meeting and adjourned the Fire Board meeting at 1:30 PM.

Respectfully submitted by *Holly C. Coons, Secretary.*

The meeting minutes for *November 10, 2021 & December 8, 2021* on *February 9, 2022*

(The January meeting was cancelled).

X 
Norm Sollid

Fire Board President