

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

January 13, 2021 Meeting Minutes

1) Fire Board President, Norman Sollid, called the meeting to order at 4:00 PM

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

3) Pledge of Allegiance

President Sollid led the pledge of allegiance.

4) Approval of the Meeting Minutes:

President Sollid asked the Fire Board if they had reviewed the minutes and if there are any questions or changes to the meeting minutes.

There being none, President Sollid called for a motion to approve the meeting minutes for November 3, 2020 meeting minutes.

Upon a motion by Secretary 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 January 13, 2021.

There being none, President Sollid called for motion to approve the agenda.

Upon a motion by Secretary Seipert, seconded by Director Newton, the agenda was approved unanimously.

6) Public Comment:

There was no public comments.

7) Old Business:

A. Special Tax Assessment – Calendar of Events:

Chief Courtright informed the Fire Board that January 15th is the last day to turn in arguments for and against Measure A.

President Sollid composed an argument in favor for Measure A to accompany the Statement of Accuracy. The letter was reviewed, approved and signed by the Fire Board.

Both were filed on January 14, 2021, at the Plumas County Clerk Records Office.

The Calendar of Events along with mail outs for the registered voters was discussed.

Special meetings and an open house was also discussed for the purpose of answering questions from the public regarding the District's Special Tax increase.

B. Fire Board Vacancy:

The Fire Board is still looking for someone to fill the vacancy on the Fire Board of Directors.

8) New Business:

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

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

President Sollid asked if there was any questions regarding the expenditures.

Chief Courtright answered questions regarding the expenditures.

President Sollid called for a motion to approve the expenditures for *November & December - 2020*.

Upon a motion by Secretary Seipert, seconded by Director Newton and with a unanimous vote, the expenditures for *November & December* were approved.

C. SingletonAuman PC – Audit Report:

President Sollid asked the Fire Board if they have any questions or concerns regarding the audit report. There being none, Sollid explained that each year we get the same suggestions to improve with more staffing.

This is a standard suggestion for small districts. The County of Plumas Auditor's Office keeps our district records.

President Sollid called for a motion to approve the SingletonAuman, PC Audit Report.

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

D. Fire Board Officers:

After a brief discussion, President Sollid suggested to keep the Fire Board Officers the same.

All Fire Board Officers agreed.

9) Reports:

A. Fire Chief's Report:

Chief Courtright reported personnel are doing well.

Chief reported 7 emergency calls in December. He explained that our response times are from 2 ½ minutes to 7 minutes.

Chief reported he plans to meet with the volunteer firefighters next Wednesday. Chief said he will express his concerns about starting meaningful training at the meeting.

Chief reported 4 out of 5 volunteers agreed to get vaccinated.

Chief reported he will encourage the Firemen's Association to purchase tools with their funds.

Chief reported we are doing a regional grant with Chester Fire and Clear Creek Fire for SCBA's (self-contained breathing apparatus) that will require a 5 % match.

Chief said he will be putting in for other grants in the near future.

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

President Sollid called for reports or comments from the Fire Board.

There was none.

10) Correspondence:

None.

11) Future Agenda Items:

1. Monthly Expenditure for *January* – Fiscal Year *2020/2021*
2. Fire Board Vacancy
3. Special Tax Assessment – Calendar of Events

12) Next Scheduled Regular Fire Board Meeting:

Wednesday, February 10, 2021, 4:00 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 5:00 PM.

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

The meeting minutes for *January 13, 2021* was approved on *February 10, 2021.*

X

Norman Sollid

Fire Board President