

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

**February 10, 2021 Meeting Minutes**

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**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. Six people from the public attended also.

**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 January 13, 2021 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 February 10, 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 in March, Measure-A post cards will be stamped, labeled and mailed to the registered voters by the Fire Belles. He said the door hangers will be distributed about two weeks later. Chief said after we hear comments from the public, a trifold with more information will be mailed to all registered voters the first week in April.

Chief Courtright confirmed his cell phone 854-1791 for anyone with questions.

Vice President Pat Hansen offered to help format the post cards and door hangers.

Chief accepted her help and would meet with her next week.

Chief offered to host an open house here at the Fire Station so the public can meet the volunteers and see the District's equipment. Chief would like the Board of Directors to attend also for answering questions regarding the Special Tax Assessment increase.

**B. Fire Board Vacancy:**

President Sollid acknowledged two letters of interest to fill the District Fire Board vacancy.

Sollid explained the letters would be reviewed by the Fire Board and placed on the March agenda.

**8) New Business:**

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

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

There being none, Sollid called for a motion to approve the expenditures for January.

Upon a motion by Secretary Seipert, seconded by Director Newton, the expenditures were approved.

**9) Reports:**

**A. Fire Chief's Report:**

Chief Courtright reported personnel are doing well.

Chief reported 4 out of 5 Volunteers completed covid-19 vaccines. A volunteer training schedule was created for 2021.

Chief reported equipment is running well.

Chief reported a regional grant is in process for replacing old self-contained breathing apparatus (SCBA). The current SCBA's are over 20 years old and we need to replace them with current technical requirements. The grant is a 5% cost share with an estimate of \$8,000.00.

Chief report that he is working on a grant from the KBK Foundation for new extrication equipment.

Chief reported 10 emergency calls in January. 5 Fire Calls, 3 Medical and 2 Public Assists.

He explained that our response times were about 13 minutes for 2 calls down HWY 147.

**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 *February* – Fiscal Year 2020/2021
2. Fire Board Vacancy
3. Special Tax Assessment

**12) Next Scheduled Regular Fire Board Meeting:**

**Wednesday, March 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 4:40 PM.

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

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

X

***Norman Sollid***

***Fire Board President***