

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

February 9, 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, Directors Katherine Newton & Brett Hurff.

Vice President Ron Damsen & Secretary John Seipert were 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 *December 8, 2021*:

(January Meeting was cancelled).

President Sollid asked the Fire Board if they had any questions or corrections to the December 8, 2021 Meeting Minutes. There being none, Sollid called for a motion to approve the meeting minutes.

Upon a motion by Director Newton, seconded by Director Hurff, 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 9, 2022*.

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

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

6) Public Comment:

None.

7) Old Business:

None.

8) New Business:

A. Fire Board Election of Officers:

Chief reminded the Fire Board that once a year in December the board has the opportunity to elect or nominate new positions for fire board officers.

President Norm Sollid nominated Director Brett Hurff as president. Norm offered to become the Vice president and will be available for any questions and support.

Director Hurff accepted the position.

There was a discussion to re-nominate Secretary John Seipert.

President – Jeff Hurff, Vice President – Norm Sollid, Board Secretary – John Seipert,
Directors – Katie Newton and Director Ron Damsen.

President Sollid called for a motion, Director Newton seconded and with a unanimous vote the election of officers were approved.

The new positions will start at the March 9, 2022 fire board meeting.

B. Fire Board 700 Forms – FY 2022:

Chief explained the 700 Forms are required to be filed each year.

Secretary Coons collected the 700 forms and will file them in the Fire Board's employee files.

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

President Sollid asked if there were any questions regarding December expenditures.

Chief Courtright explained that Fail Safe Ladder Certification is an annual expense.

There being none, Director Hurff moved to the December expenditures, seconded by Director Newton and with a unanimous vote, the expenditures were approved.

D. Monthly Expenditures for January – FY 2021/2022:

President Sollid asked if there were any questions regarding January expenditures.

There being none, Director Hurff moved to the January expenditures, seconded by Director Newton and with a unanimous vote, the expenditures were approved.

E. Property Tax Apportionment to District FY – 20/21 & 21/22:

Chief Courtright explained fiscal year 2020/2021 property tax apportionment is completed.

Chief Courtright explained fiscal year 2021/2022 property tax. Currently the first cash drop for property tax is \$319,704.50 total revenue to date. Chief explained the account descriptions.

Chief explained this amount will increase as more payments are received. Some late payments may not be received until June

F. Almanor Peninsula Wildfire Protection Project Boundaries Map & Landscape Map:

Chief explained Plumas County Fire Safe Council is applying for a grant for fire breaks in the Hamilton Branch area and Almanor Peninsula. Chief said he should have more information by May or June.

9) Reports:

A. Fire Chief's Report:

Chief reported a total of 15 emergency calls in December.

10 Medical Aids, 1 Fire Call & 4 Public Assists. Peninsula Fire's response time was 10 minutes.

Chief reported a total of 7 emergency calls for January.

5 Medical Aids, 1 Fire Call & 1 Public Assist. Peninsula Fire's response time was 8 minutes.

Chief reported that staffing continues to be a problem. We lost another per-diem employee, he was here 3.5 months before finding a full time position with benefits. It costs about \$5,000.00 to bring in a per-diem. Chief said he just hired two more per-diems that are more local and they should be training and filling shifts by mid-March. Supply and demand seems to be the biggest problem.

Chief reported Personnel and equipment are doing well.

Chief reported Cal Fire is approved to hire 4 defensible space inspectors (DSI) for this year. Hopefully they can get more defensible space inspections completed in Hamilton Branch.

Chief informed the Fire Board of the State Modifications to Omicron Surge Policies (hand-out).

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

President Sollid informed the fire board that he has found a lot of interesting information on Town Chatter. He said subscribing to Town Chatter online is a good way to get informed now that the Chester Progressive is no longer in print.

Chief Courtright reported on the emergency broadcast system. The system will accommodate the Lake Almanor basin with information in the event of an emergency. The foundation is accepting donations to fund approximately \$30,000.00 to purchase the emergency broadcast system. Chief will keep the fire board informed. It will be an Almanor Basin asset and will hopefully be located at the water tower tanks on Clifford drive. It is the best location.

10) Correspondence:

None.

11) Future Agenda Items:

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

12) Next Scheduled Regular Fire Board Meeting:

Wednesday, March 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 1:40 PM.

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

The meeting minutes for *February 9, 2022* was approved on *March 9, 2022*

X

Norm Sollid

Fire Board President