

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

July 14, 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, Vice President Ron Damsen, Secretary John Seipert and Directors Katherine Newton & Brett Hurff. Staff present: Fire Chief Andrew Courtright & Administrative Assistant District Holly Coons.

3) Pledge of Allegiance

President Sollid led the pledge of allegiance.

4) Approval of the Meeting Minutes:

President Sollid called for a motion to approve the meeting minutes June 9, 2021.

Upon a motion by Vice President Damsen, 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 July 14, 2021.

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

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

6) Public Comment:

None

7) Old Business:

A. Self-contained Breathing Apparatus Cascade System – Up-date:

Chief Courtright reported he is still working on moving forward with moving the SCBA unit here.

The SCBA unit was approved at the June 9th meeting. Chief said he will keep the Fire Board informed in his Chief reports.

8) New Business:

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

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

After a brief discussion, President Sollid called for a motion to approve the expenditures for June.

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

B. Final Budget for Fiscal Year 2021/2022:

Chief Courtright explained that the Final Budget for year 2021-2022 has not changed from the preliminary budget. He informed the Fire Board he used Mountain Messenger to post the preliminary budget per government code for two weeks.

President Sollid asked if there is any comments or concerns. There was none.

C. Fire Board Election Filing Documents:

Chief Courtright explained the candidate filing documents from the County of Plumas Elections Department that are due August 6, 2021.

The re-filing documents were handed out to Brett Hurff, Katie Newton, John Seipert and Norm Sollid.

D. Resolution No. 07-14-2021-01 Adopting a Final Budget for Fiscal Year 2021-2022

President Sollid called for a motion to approve the resolution.

Upon a motion by Secretary Seipert, seconded by Director Hurff and with a unanimous vote resolution 07-14-2021-01 was approved. 5-AYE, 0-Noes & 0-Absent

E. Resolution No. 07-14-2021-02 Establishing Appropriations Limit for Fiscal Year 2021-2022

President Sollid called for a motion to approve the resolution.

Upon a motion by Secretary Seipert, seconded by Director Hurff and with a unanimous vote resolution 07-14-2021-02 was approved. 5-AYE, 0-Noes & 0-Absent

F. Resolution No. 07-14-2021-03 Requesting Collection of Charges on Tax Roll for Fiscal Year 2021-2022.

President Sollid called for a motion to approve the resolution.

Upon a motion by Secretary Seipert, seconded by Director Newton and with a unanimous vote resolution 07-14-2021-03 was approved. 5-AYE, 0-Noes & 0-Absent

9) Reports:

A. Fire Chief's Report:

Chief Courtright inform the Fire Board that he was contacted by Howard Jarvis Tax regarding the fire district's tax assessment. He has forwarded all documents to our attorney, Gregory P. Einhorn for review and he will keep the fire board informed.

Chief Courtright informed he is still trying to hire part time employees. He said this time of year is difficult to bring people in.

Chief reported the software company for online report writing just sold and he would like to wait to see if the cost will change.

Chief reported on the Beckworth and Dixie Fires.

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

Vice President Damsen reported on the HAM radio and dispatch towers.

10) Correspondence:

None.

11) Future Agenda Items:

1. Monthly Expenditure for *September* – Fiscal Year 2021-2022

12) Next Scheduled Regular Fire Board Meeting:

Wednesday, September 8, 2021, 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 1:25 PM.

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

The meeting minutes for *July 14, 2021* was approved on *September 8, 2021*. The August meeting was cancelled.

X

Norm Sollid

Fire Board President