

Boulder Creek Fire Protection District  
Minutes of Board of Directors Meeting  
March 12th, 2019

1.0 Convene Meeting/Roll Call

The regular meeting of the Board of Directors of the Boulder Creek Fire Protection District was called to order by Chairman Rogers at the Boulder Creek Fire District Office on Tuesday, March 12<sup>th</sup>, 2019 at 9:00 a.m. Present were Chairman Rogers, Director Currier, Director Locatelli, Director Presswood, Director Robustelli, Chief McClish, and Secretary Vickers. Chief Wise was also present. Don Cole joined at 10:30 a.m.

2.0 Additions and Deletions to Agenda:

Added under old business .04 Additional Battalion Chief and .05 Fire Chief Recruitment and moved up new business .02 Review of Type 1 Engine Proposal to after .05 Fire Chief Recruitment.

3.0 Oral Communication: None

4.0 Approval of Minutes of Board Meeting February 12th 2019, Special Board Meeting February 26<sup>th</sup> 2019 and Workshop Meeting March 5<sup>th</sup> 2019.

Motion made by Dir. Robustelli and seconded by Dir. Currier to approve minutes as presented for February 12<sup>th</sup>, February 26<sup>th</sup> and March 5<sup>th</sup>. Vote was unanimous.

5.0 Approval/Payment of Bill

Motion by Dir. Robustelli and second by Dir. Presswood to approve the current payment of the bill list total amount of \$39,036.29. This included \$20,298.60 in payroll, and \$18,737.69 in bills already paid. Vote was unanimous.

6.0 Correspondence:

None

7.0 Unfinished Business

Moved up to 7.0 Unfinished Business .05 Fire Chief Recruitment

Sent out 15 Request for proposals to agencies, 2 declined. Good feedback from the workshop. Chief has the list of items from the workshop for the consultant. Will have a special board meeting April 2<sup>nd</sup> to go over agencies proposals and select one.

Moved up to 8.0 New Business .02 Review of Type 1 Engine Proposal and Possible Approval to Purchase

Chief Wise presented information, specs and drawing of the Type 1 engine. Cost would be \$621,986.75 after discount and with tax. Will bring back to special meeting March 29<sup>th</sup> with more specs and further information on the height with ladder clearance concern.

.01 Long Term Financial Planning

Postpone to next meeting

.02 CalPERS

Chief and Director Rogers to write a resolution for termination and obtain information on the different tiers.

.03 Resolution Number 19-01, Resolution Adopting Fire Chief Contract  
Motion made by Dir. Robustelli and seconded by Dir. Presswood to adopt Resolution 19-01, Fire Chief Contract. Vote was unanimous.

Added .04 Additional Battalion Chief

Additional Battalion Chief will be \$6,000 annually. Board agreed there is a shown need for a third battalion. Will bring a resolution to approve a third Battalion Chief to the next meeting.

Added .05 Fire Chief Recruitment

Discussed earlier in the meeting.

8.0 New Business

.01 Approval of 2017-2018 Audit - Don Cole

Don Cole presented the board the 2017-2018 audit. Don to make changes regarding Measure N information and one other error. Resolution to be presented at next board meeting to approve the audit.

.02 Review of Type 1 Engine Proposal and Possible Approval to Purchase  
Discussed earlier in the meeting.

.03 Resolution Number 19-02, Resolution Establishing Boulder Creek F.P.D.  
Appropriation Limit for Fiscal Year 2018-2019

Motion made by Dir. Robustelli and seconded by Dir. Locatelli to adopt Resolution Number 19-02, Resolution Establishing Boulder Creek F.P.D. Appropriation Limit for Fiscal Year 2018-2019. Vote was unanimous.

.04 Review of updated Fire Chief Job Description

Presented updated job description. Many items presented in workshop are in the job description. Will put on agenda for special meeting April 2nd.

9.0 Chief's Report

Administration

.01 GASB 75 Actuarial completed and sent to auditor.

.02 Completed review of draft audit.

.03 Completed annual ethics training.

.04 Completed annual California Environmental Reporting System renewal.

.05 Completed draft Fire Chief job description.

.06 Created and sent out Fire Chief Recruitment RFP. Researched and established vendor list.

.07 Renewed Redwood Elementary lease.

.08 Developed elements of Captains test which will be held May 11<sup>th</sup>.

.09 Helmet cam/social media policy – No update

Operations

- .01 Received ballistic vests and helmets. Firefighter training set for March 9. Equipment to be placed in service in April.
- .02 Sent engine to Active Shooter training
- .03 Serviced Hurst Tools

Maintenance

- .01 Minor repairs completed on multiple apparatus. Manifold for 2120 repaired.
- .02 Purchased and installed apparatus bay door awning.
- .03 Installed switch to bay door to turn heater off. Repaired exterior lights.
- .04 Station Electrical Review – No Update

Other

- .01 Attended the following meetings – BCFD Board of Directors (2), BCFD Officers, Netcom Users, Netcom Street costs committee, Netcom Task and County Chiefs.
- .02 Met with property owners at 180 Branson Ranch Rd. to discuss requirements for Cannabis cultivation.
- .03 Received new chairs for office.
- .04 Welcome to Boulder Creek sign sent to Art Services for preservation. Sign to be hung by July 4.
- .05 Attended and worked at annual Crab Feed.
- .06 The directors ethics training is due
- .07 Facilities Planning Committee – No Update

10.0 Adjournment

The meeting was adjourned at 11:27 am.

  
Rick Rogers, Chairman

  
Pearl Vickers, Secretary