



Schell Vista Fire Protection District

22950 Broadway Sonoma, Ca. 95476

Ph. (707) 938-2633 / Fax. (707) 935-9681

www.schellvistafire.org / e-mail: info@schellvistafire.org

MEETING MINUTES Schell-Vista Fire Protection District Board of Directors Regular Meeting

Date: Wednesday, May 12, 2021

Time: 7:00 PM

Location: 22950 Broadway-Station#1

1. CALL TO ORDER / ROLL CALL AND ESTABLISHMENT OF A QUORUM

Director Finn called the meeting to order at 7:00 PM. Directors Joe Petersen, Bob Kruljac, Hal Stober and Ernie Loveless were present. A quorum was met. Also present were District Account Stacie McCambridge, Clerk of the Board Robin Woods, and Captain Matt Garner. Chief Ray Mulas was absent.

2. PUBLIC COMMENT PERIOD

There were no Public comments.

3. AGENDA ADJUSTMENTS AND CONSENT

The Agenda was consented to as presented.

4. CONSENT CALENDAR

a. Approval of minutes from the April 7, 2021 meeting- **Discussion and Action**

Director Stober made a motion to approve the minutes of the April 7, 2021. The request for public comments was made. There were no public comments. Director Kruljac seconded the motion. The motion passed, and the minutes were approved

b. Review of the May 2021 Accountants Report- **Discussion and Action**

Director Kruljac made a motion to accept the Financial Report for May 2021 as presented. The request for public comments was made. There were no public comments. Director Petersen seconded the motion. The motion passed, and the Financial Reports were approved.

5. CHIEFS' REPORT

Director Finn presented the following report for Chief Mulas:

May 2021 Chief report



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1. *A representative of the Sonoma County Water Agency inquired about putting a test well on the property. I had him look around the property for potential locations and I would let him know what the board wants or will allow. I have left photos for all of you to pick a site if you choose to allow the well. This would be a 4" casing 100' deep. I will talk with Chairman Finn about your decision. – This conversation was tabled for more information.*

2. *Chief Akre representing the FSWG would like to meet with a representative of the board and me regarding the sales tax Measure G that will go to the ballot soon. I have not given any indication of our position considering the boards position on taxes.*

3. *Special project manager Jim Galli has put in hundreds of hours on FEAMA grants for payment of services rendered during 2020 and 2021 fire seasons. The first request for 2020 was denied however 2021 seems to have cleared all hurdles and we should be receiving checks soon. I will share with the board the values and more details when I see the checks, perhaps Jim could give you a briefing of what he accomplished. The funds are for firefighters' wages and administration costs.*

4. *I have hired Bear Flag Engineering to assist us with the design and plan check of our fuel tank. They are working with the county and making sure we are going to be up to code. The retainer fee was \$2000. and the contract is available for your review.*

5. *Our 911 phones at both stations are up and running.*

6. COMMITTEE REPORTS/BUSINESS (Directors to report on Committee activities)

a. Facilities Committee (Petersen)

Captain Garner advised the Board that the Septic tank was serviced and the clogged filter was replaced.

Station 1 roof repairs are complete.

The cabinetry work at Station 2 is complete. All major work has been completed. After some finishing touches the bathroom remodel will be complete.

b. Budget Committee (Kruljac)

Director Kruljac presented the current Budget vs Actual report to the Board



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- c. Legislative Committee (Stober)

Nothing to report.

- d. Outreach Committee (Loveless)

Director Loveless working with the Index Tribune to publish an article about the new SCBA equipment.

7. NEW BUSINESS AND CONTINUE UNFINISHED BUSINESS

- a. Administrative Battalion Chief Position Proposal - **Discussion and Action**

Director Loveless will meet with Chief Mulas to discuss the position. Chief Mulas will be providing a flow chart and more information to the board.

- b. LAFCO member vacancies – **Vote**

Director Finn provided the Board with information on the Candidates for the LAFCO election. The Directors discussed the qualifications of each candidate. Director Finn held an election for the candidates. The Directors voted to cast the District vote for Mark Hemmendinger by a vote of 4 to 1.

- c. State of California Governor's Office of Emergency Services Resolution OES ID 097-91025, Designation of Applicant's Agent Resolution for Non-State Agencies - **Discussion and Action**

State of California Governor's Office of Emergency Services Resolution OES ID 097-91025, **Designation of Applicant's Agent Resolution for Non-State Agencies** was introduced by Director Finn.

Director Kruljac moved its adoption. The floor was opened for questions and comments. Let the record reflect there were none. Director Loveless seconded the motion. The motion was passed by the following vote:

Ayes- 5 Noes- 0 Absent- 0

- d. Review 1099 contract Administrative Staff possible transition to W-2 employees.

Director Finn explained the costs and reasoning to change the District Accountant and Clerk of the Board positions from 1099 contract staff to W-2 employees.

Director Loveless made the motion to make both the District Accountant and Clerk of the Board W-2 employee positions. Director Finn opened the floor to questions. Let the record reflect there were none. Director Kruljac seconded the motion. The motion passed by the following vote:

Ayes- 5 Noes- 0 Absent- 0



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- e. County Agreement for Collection of Special Taxes, Fees and Assessments for the District. **Review, Discussion, and Action**

Clerk of the Board Robin Woods explained that the County agreement was being presented as the County needed to update the records. The Agreement was presented to the staff.

Director Kruljac made the motion to accept and sign the County Agreement for Collection of Special Taxes, Fees, and Assessments for the District. Director Finn opened the floor to questions. Let the record reflect there were none. Director Stober seconded the motion. The motion passed by the following vote:

Ayes- 5 Noes- 0 Absent - 0

- f. Professional Firefighters Association Negotiations update.

The Committee is meeting with the Association Negotiators next week and will report back to the Board.

- g. Calendar Review (Robin)

-Review SVFPD Ordinance No 2018/2019-01 Tax Measure Steps for 2021/2022 tax year.

January -Determine the Preliminary Tax Rate

February-Request the Parcel Report from the county using the preliminary rate

March-Notice of Public Hearing

April-Conduct Public Hearing

May-Allow time for property owner appeals of the tax levy

June-Approval of the District Preliminary Budget

June/July- At the end of the Fiscal year, The District "shall cause a report to be prepared and filed with the Board of Directors containing information regarding the amount of special tax revenue collected and expended as well as the status of projects funded with proceeds of the special tax" (Ord. Section VII)

July-Approval of the District Tax Roll and Appropriations Limit

August-Tax Roll and Appropriations Limit sent to the County.

-Calendar Review General Business

April-Set up Budget Committee meeting to prepare preliminary budget for June meeting.

June-Preliminary Budget review and approval.

July 15-August 9 Board Members file for re-election with the Registrar of Voters.

September-Final Budget review and approval.

Nov-Nomination of Officers of the Board

Dec-Election of Officers of the Board for January 1 start date.



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8. CLOSED SESSION

There was no closed session.

9. ANNOUNCEMENTS/GOOD of the ORDER

Captain Garner educated the Board on the procedure for members of the District to file complaints about fire dangers. He explained how they were handled by the department.

10. ADJOURNMENT

Director Kruljac made the motion to adjourn at 8:05. Director Petersen seconded the motion. The motion passed, and the meeting was adjourned

Next scheduled meeting is June 2, 2021

If applicable, Board meeting documents are available for review at the SVFPD, Station 1, 22950 Broadway, Sonoma Ca. 95476. Please call (707) 938-2633 for an appointment