

**HAYFORK FIRE
PROTECTION DISTRICT
BOARD of DIRECTORS
Old Hayfork Fire Station
7230 State Hwy. 3
Hayfork, CA 96041**

REGULAR MEETING MINUTES

Tuesday October 8, 2019

President: Robert Drain, Vice President: Vacant

Directors: David Loeffler, Sue Loeffler

4:30 PM CLOSED SESSION

5:00 PM OPEN SESSION

Call to order: The meeting was called to order at 5 PM.

Pledge of Allegiance to the Flag: The Pledge of Allegiance was led by President Drain.

Director Roll Call: President Drain, Director Dave Loeffler and Director Sue Loeffler were all present.

Corrections to Agenda: Report on closed session should have been added. Financial clerk requested to have item C under Action Items be deleted.

I. PUBLIC COMMENT

Any member of the public may address the Board of Directors at this time on any matter within the jurisdiction of the Board, regardless of whether or not it is on the agenda. Those wishing to address matters on the agenda may hold their comments until that item is taken up, at which time the public will be permitted to address the Board of Directors prior to any action. Comments will be limited to three (3) minutes per speaker. Those speaking on behalf of an organization will be limited to five (5) minutes. This time limit may be extended at the sole discretion of the chair. There was no public comment.

II. REPORT on CLOSED SESSION: The Board agreed to increase the salary of the Chief to \$1500 per month.

III. REVIEW and APPROVAL of MINUTES of the regular meeting held on September 10, 2019. Motion to accept the minutes of the September 10, 2019 minutes: (D. Loeffler/S. Loeffler): Aye-3; No-0: Motion carried.

IV. REPORTS / INFORMATION ITEMS

- A. Fire Chief's Training/Personnel Report/Grants (Chief Spiersch): See attached report. A verbal report was given due to computer problems for Chief.
- B. Correspondence (Clerk): There was no correspondence.
- C. Update on replacement computers and ongoing maintenance (Financial clerk): Discussion regarding overall computer needs of the Board and Department were discussed. Resolution will be addressed in Action Item D below.

V. DISCUSSION and ACTION ITEMS

- A. Review of RFPS (D. Loeffler): One bid for painting was received. Director Dave Loeffler requested this item be placed on next month's agenda to revisit the project discussion.
- B. Request for Karen Spiersch to join company 31: There has been no communication from to the Board by Karen on this matter.
- C. Letter of engagement Auditor for the Board (Financial Clerk): Item not necessary to be on the agenda as the matter was resolved prior to meeting. (see corrections to agenda.)
- D. Request to increase spending limit for Financial Clerk for computer acquisition. (Financial Clerk): Motion to authorize Financial Clerk an increase spending limit for purchase of computer up to \$4000 (D. Loeffler/S. Loeffler): Aye - 3; No - 0: Motion carried.
- E. Selection of a new Vice President (Drain): The Board agreed that Director Dave Loeffler will be the new Vice President.
- F. Consider Financial Report and Warrants to be paid in October 2019 (Finance Clerk): See written Financial Report. Motion to accept the Financial Report and Warrants to be paid in October 2019: (S. Loeffler/D. Loeffler) Aye-3; No-0: Motion carried.

VI. NEW BUSINESS

A. Director Dave Loeffler requested to add Bid on garage door replacement to next month's agenda.

VII. ORAL COMMUNICATIONS/DIRECTORS COMMUNICATIONS The Board thanked the Clerk of the Board for her service over the years (1/16-10/19), this was her final meeting.

VIII. ADJOURNMENT The meeting was adjourned at 6:05 pm.