

REGULAR MEETING MINUTES

Tuesday May 12, 2020

President: David Loeffler, Vice President: Sue Loeffler
Directors: Robert Drain, 2 – Vacant Seats

5:00 PM OPEN SESSION

Call to order: Meeting called to order at 5:00 PM
Pledge of Allegiance to the Flag: President Loeffler led pledge
Director Roll Call: All directors present
Corrections to Agenda: Correction to III, Item E. “20’ to 26”

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.

II. REVIEW / APPROVAL of MINUTES

Correction to III, Item E. “20’ to 26””. Approval of minutes - Regular meeting held on May 12, 2020.
Motion made to approve the April 14, 2020 minutes. (Drain/S Loeffler) Aye – 3, No – 0 Motion carried.

III. REPORTS / INFORMATION ITEMS

- A. Fire Chief’s Training/Personnel Report/Grants (Chief Spiersch): *See attached report.* Chief absent.
- B. 20/21 Preliminary Budget (Director Drain): Director Drain indicated a budget report had been emailed to the board members for review. The board will need to purchase 4 more hydrants after June.
- C. November Elections/Board Seats (Board Clerk): Tad Drain and Melissa Bumgarner will be coming up for re-election in November. Board Clerk will be handling paperwork to turn into the election’s office.
- D. Correspondence (Board Clerk): Letter from LAFCO regarding Trinity County Life Support special district formation including their boundary map.
- E. Modular Buildings Update (President Loeffler) President Loeffler reported Winwood Homes gave an estimation for modular home of \$114,109.71. Price does not include tax or permits. President Loeffler asked that the board members read his report on the modular homes, comment and return comments and questions to him for review.

IV. DISCUSSION / ACTION ITEMS

- A. Fire Clerk Scope of Work/Contract (President Loeffler): Director S Loeffler and the Fire Clerk will have a meeting before June’s board meeting to create a scope of work for the Fire Clerk position. Item to be tabled to next meeting.

- B. I-9 Forms (President Loeffler): Financial clerk offers compromise of accepting real ID as verification. I-9 forms need to get completed by approximately 4 more of the crew.
- C. Conflict of Interest-Resolution/Cover Letter for the Current Cycle (Financial Clerk/Clerk of the Board): Filled out and needs to be signed. Doing it mid cycle. In the process of developing for new cycle.
- D. Accept wix.com as District Website/View Site Under Free Trial Period (Financial Clerk): Halfway through new trial period with positive review by Financial Clerk. Goal is strictly business with a link to volunteer site. Link to second page with agenda, minutes, state controller's office, etc. First page has brief explanation of the board with the current agenda. www.hayforkfireprotectiondistrict.org. Motion made to adopt wix.com as the District Website Host (Drain/S Loeffler) Aye – 3, No – 0 Motion carried.
- E. Consider Financial Report / Warrants for April 2020 (Financial Clerk): *See attached report.* Financial Clerk will have a formal recommendation prepared for the June meeting regarding billing for benefit assessment for parcels that are \$2000 or less. These bills were delayed due to new billing process.
Motion made to accept the financial report and approve May warrants. (S. Loeffler/ Loeffler) Ayes – 3, No – 0, Motion carried.

V. **NEW BUSINESS**: No new business.

VI. **ORAL COMMUNICATIONS/DIRECTORS COMMUNICATIONS**: No communications

VII. **ADJOURNMENT**: Motion made to adjourn. Meeting adjourned at 5:57.