

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

REGULAR MEETING MINUTES

Tuesday January 12, 2021

President: David Loeffler, Vice President: Sue Loeffler

Directors: Robert Drain, Kristi Swift – 1 Vacant Seat

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

Present: Chief Whitney Reeves, Captain Tim Spiersch, Firefighter Julie Velazquez

Corrections to Agenda: No corrections to agenda

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

Approval of minutes - Regular meeting held on January 12, 2021. Motion made to approve the January 12, 2021 minutes. (Drain/Loeffler) Aye – 4, No – 0 Motion carried.

III. REPORTS / INFORMATION ITEMS

- A. Fire Chief's Training/Personnel Report/Grants (Chief Reeves): *See attached report.* Carrie Fry has been added to company 31 and will be updating NFIRS. Change in quarantine time for essential workers asymptomatic to 10 days. If anyone on the crew tests positive they will be off the roster for 10 days.
- B. Modular Buildings Update: (President Loeffler): no update
- C. COVID-19 Update/Regulations (Financial Clerk): There is information directly from our workers comp carrier via website and links to get any information about COVID restrictions, regulations, etc. Whit: the information is changing so much if any calls are respiratory in nature, use of full PPE. If someone in the department gets COVID, first call is to the workers comp to let them know there is a positive case.
- D. Letter to Sheriff Saxton Regarding Responding to Post Mt (President Loeffler): President Loeffler decided to write to Sheriff Saxton rather than Post Mt board to get a better response. Our district needs to be covered and it is not the responsibility to respond to Post Mt. The HFPD board accepts the letter and President Loeffler will send it.
- E. Computer Issues (Board Clerk): The board clerk will contact Jeremiah and get a proposal to give computer service to the fire department. She will also write a letter to Tech628 about stopping services with him.

- F. Correspondence (Clerk): Notice for senate bill passed in 2020 having to do with nonprofits (volunteer board)

IV. DISCUSSION / ACTION ITEMS

- A. Francis Enos Pump Repair (Director Drain): A letter was sent to Francis Enos Pumps. He should be receiving it in a few days. There is a date set to pick up E-3112 by a tow truck January 18th. The lawyer said he should have no reason not to release the engine. He should have done no work to E-3112 since December 10th. No action needed at this time.
- B. Fire Prevention/Life Safety Inspection/Flow Testing Update (President Loeffler): If there is a request for inspection, Chief Reeves will call President Loeffler and he will help chief with the inspections. President Loeffler will have a package put together for the next board meeting pertaining to the flow testing. No action needed at this time.
- C. Vendor Letter for Timely Billing (President Loeffler): President Loeffler recommends the Financial Clerk write a letter to Hayfork Tire regarding receiving billings in a timely manner. Financial Clerk will be contacting Hayfork Tire.
- D. Ameri-Gas Quote (Financial Clerk): President Loeffler created a draft letter to Ameri-Gas regarding termination of the contract with their business. The contract was updated with no approval. District will be returning to Campora. President Loeffler will call Campora to work out the details of the contract. Motion made to terminate contract with Ameri-Gas and accept Campora's proposal for services (Drain/Swift) Aye – 4, No – 0 Motion carried.
- E. Consider Financial Report / Warrants for December 2020 (Financial Clerk): *See attached report.* Budget adjust update money available in apparatus maintenance to cover costs for 3112 issue. Financial Clerk question whether CSFA is worth money for membership. Chief Reeves reports that he will be meeting with Craig Hair from the Water District. President Loeffler would like to be present at that meeting with Craig. Motion made to approve financial report and monthly warrants. (Director Loeffler/ Director Swift) Aye – 4, No – 0. Motion carried.

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

- VI. **ORAL COMMUNICATIONS/DIRECTORS COMMUNICATIONS**: Director Drain is glad everyone made it and is healthy. President Loeffler sent an email to the forest service asking for copies of payment paperwork regarding incidents and he thanks everyone for their hard work

- VII. **ADJOURNMENT**: Meeting adjourned at 6:15.