



SCHELL-VISTA FIRE PROTECTION DISTRICT

22950 BROADWAY, SONOMA, CA 95476

(707) 938-2633 FAX (707) 935-9681

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Website: [www.http//schellvistafire.com](http://schellvistafire.com)



MEETING MINUTES

Schell-Vista Fire Protection District

Board of Directors Regular Meeting

Date: April 5, 2017
Time: 7:00 PM
Location: 22950 Broadway - Station #1

1. CALL TO ORDER / ROLL CALL

Director Kruljac called the meeting to order at 7:00. Directors Joe Petersen, Bob Kruljac, Ken Finn, Ernie Loveless and Hal Stober were present. A quorum was met. Captain Matt Garner and District Accounts Stacie MCCambridge and Robin Woods were also present. Chief Ray Mulas was absent.

2. PUBLIC COMMENT PERIOD

There were no public comments.

3. CONSENT CALENDAR

a. Approval of minutes from the March 1, 2017 meeting- **Action**

Director Stober made a motion to approve the minutes of the March 1, 2017 meeting. There were no comments. Director Finn seconded the motion. The motion passed and the minutes were approved

b. Review of the April Financial Report. **Action**

Director Finn made a motion to accept the Financial Report as presented. Director Stober seconded the motion. The motion passed and the financial reports were accepted

4. CHIEFS' REPORT

a. Department Issues

See attached report.

b. Department Activities

See attached report.

c. New Employee Update

Captain Garner updated the Board on the new Engineer. He reviewed his work experience, training and schedule.

5. OLD BUSINESS

a. Facilities Committee (Petersen)

Director Petersen met with Captain Garner and created a Building Maintenance Check list (attached) They will meet again to review the list and prioritize it for the Board.

Board of Directors: Bob Kruljac, Ernie Loveless, Hal Stober, Ken Finn and Joe Petersen
Fire Chief; Ray Mulas Assistant Chief: Mike Mulas

b. Budget Committee (Kruljac)

Director Kruljac reviewed the Budget versus accrual expenses to date. The District is staying within budget.

c. Legislative Committee (Stober)

The San Francisco Chronicle wrote an article about issues facing Fire Districts and found the problem of finding volunteers is an issue throughout the state.

d. Outreach Committee (Finn)

Nothing to report.

e. Follow up Ethics & Sexual Harassment Training. Scheduling for anyone who missed county training,

Training has been completed by all but 1 Board Member and Chief. They will schedule the training to fulfill the requirement.

f. Follow up on return of form 700's.

All form 700's have been returned and filed.

6. NEW BUSINESS

a. Annexation

Director Loveless explained new laws that went into effect in January 2017 causing the map for the annexation to be redrawn. The District is in the process of having this done. Director Loveless advised the board that the County has agreed to pay for all of the District's LAFCO cost (\$5000-\$8000)

b. Board Meetings-Discussion (Frequency & Time)

It was decided that the meeting schedule will remain as is.

c. 75 Year Celebration for District

Director Finn will meet with Chief Mulas to get ideas of what to do in connection with the Chicken BBQ and Volunteers and report back to the Board.

d. Consolidation of District Elections with the Statewide General Elections

Director Kruljac recommended that the ask Project Manager Jim Galli to research SB415 to bring back to the Board for review, action, and vote on resolutions.

e. Request for Recognition of the Schell Visa Fire District Firefighters Association

Captain Garner presented a letter to the Board asking to be recognized as an association and change employment contracts to MOUs. Director Loveless will review with County Council the impact on the District and obtain guidance on how to proceed with the request.

f. Polenta Feed

Tickets are on sale for the Polenta Feed, Thursday, April 27.

7. CLOSED SESSION (Personnel Review)

There was no closed session



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8. ANOUNCEMENTS/GOOD of the ORDER

SCFDA Meeting is April 27, 2017. No one from the District will be able to attend.

9. ADJOURNMENT.

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

Next scheduled meeting is May 3, 2017



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Chiefs April Report 2017

1. We have hired our new employee Sean Witherall. He has a good background and experience with other agencies in the county. Sean did well in all his interviews and I think he is a good fit for us, as we are for him. He is winding up his training and should begin shift work the second pay period of April.
2. I have contacted Richardson Heating and Sheet Metal about a contract for services regarding our HVAC. I have suggested a Bi- Annual service rather than the quarterly that we had with Petersen. This would be more cost effective and give us set dates for inspections and service. I am waiting to hear back.
3. Just completed our septic permit for the first half of the year, even after all of the rain our systems are both dry and both are way under the daily gallon/dose allotted on our permits. The next report is due in October.
4. Lights where installed over the reception work area making a major improvement in visibility, we will continue in making changes to the Hallway and Dayroom lights. I have not heard anything about the Apparatus Bay lights.
5. I still have not heard from Lanning about replacing the roof screws.
6. Mrs. Wedekinds celebration of life was held Last Saturday at our station, she was well known to all of the guys especially over the last few years.

Future Dates: Polenta Feed April 27th, 4H pancake feed May 21st



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Schell Vista Fire Protection District

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BUILDING MAINTENANCE

Station 1

1. Status on generator powering the front half (admin) side of the building?
2. HVAC service contract. I Do we have contract or was it just a handshake deal? Does the system and associated ducting ever need to be cleaned?
3. We have tried to change the bulbs but that is not the problem. It might be time to change the lights over to a new LED.

The list below is just the lights that are out.

Interior Lights

Hallway by dorm 1
Front lobby
Above dining room table
Hallway between kitchen and training room
Shower room
Training room (reconfigure or add a switch to control lighting better for presentations)

Exterior Lights

Back patio by the BBQ
Front entrance
Front walkway concrete wall
East doorway by dorm rooms
New building above man door
Parking lot
Bridge

Station 2

Interior Lights

Office lights are very outdated and ballast sound like they are on the way out
Same for the apparatus bay

Exterior Lights

Front goose neck lights. One is out the other stays on all day



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Light in the side area by the hose rack is humming with no light on

4. What is the contract we have with our landscaper?

A short list of what should be done: (Station 1 only)

Weed whack and spray in and around the areas with ornamental bark

Spray in and around other areas as denoted by the Fire Chief

Maintain and shape all bushes and plants

Remove any non-planted saplings or bushes.

Maintain and shape ivy on water tanks

Mow and spray around oak and redwood trees

Maintain irrigation system

Blow leaves and general outside clean up

5. The roof on station 1 is leaking. Where are we with having the screws changed out as suggested by contractor?

6. Has station 2's septic tank ever been pumped?

7. Station 2 needs signage for "no parking" in front of apparatus bays and on the fence of side parking lot.