

Meeting Minutes

Pioneer Fire Protection District Regular Board Meeting Tuesday, February 11, 2014 – 6:00PM 7061 Mount Aukum Road, Somerset CA 95684

Welcome to the Pioneer Fire Protection District Board Meeting. The Chairman of the Board of Directors will invite your comments regarding any item listed on our open session agenda. The Chairman may request that comments be limited to three (3) minutes for any item NOT listed on the agenda. The Brown Act prohibits the Fire Board from taking any action not listed on the agenda.

1.0 Call to Order

Roll Call

Directors Present: Craig Cooper-Wyble, Rob Janzen, Ripley Howe, Don Ramos

Directors Absent: Russ Sime

Salute to Flag

Adoption of Agenda

Motion to adopt agenda

(M/S) Ramos/Howe

Passed 4-0

2.0 PUBLIC COMMENT OTHER THAN AGENDA ITEMS

Residents from River Pines Estates were present to discuss the water tank in the development.

Issue was referred to the Chief to meet with the residents for a resolution. If cannot be satisfactorily resolved the residents will come back to the board.

3.0 CONSENT CALENDAR

3.1 Minutes of January Meeting – January 14, 2014

Copy of minutes attached

Motion to adopt consent calendar

(M/S) Janzen/Ramos

Passed 4-0

4.0 ITEMS REMOVED FROM CONSENT CALENDAR

5.0 UNFINISHED BUSINESS

5.1 Motion and roll call vote to approve a resolution to create a “petty cash” account

Motion to approve “Petty Cash” account

(M/S) Howe/Ramos

Passed 4-0 Resolution #01-2014

6.0 NEW BUSINESS

6.1 Finance Committee Report/Monthly Financial Report

December Report and Executive Summary

Director Cooper-Wyble reviewed financial report for December 2013

Director Howe provided information on budgeted vs actual

After 6 months of the fiscal year our budgeted per month is \$68,000 and the actual expenditures is "\$62,000 per month

6.2 Audit Proposals

Director Cooper-Wyble reviewed the process.

Five audit proposals were submitted. The recommendation is Fechter CPA based on cost, proposal content and desire to perform the audit. Bob Toscano (El Dorado County) was contacted and they said Fechter is an acceptable audit firm. They recently audited Garden Valley Fire and County Fire. The cost is \$6000 for the audit and \$150 per hour (not to exceed \$4000) for a forensic audit of payroll. This is within the amount budgeted of \$10,000.

Motion and roll call vote to approve Fechter CPA as the audit firm for the fiscal year ending 2013.

(M/S) Howe/Ramos

Passed 4-0

Letter of engagement will be sent to Fechter CPA and rejection letters to the other firms involved in the proposal process.

7.0 STANDING REPORTS

7.1 Fire Chief's Report

Report attached

7.2 Report from Firefighter's Local #4586

None

7.3 Report from PVFA

Dan Dwyer reported:

- o Thank you dinner for the Crab Banquet volunteers is Saturday 3/1 at station 38
- o 4/19 Easter Egg Hunt and Breakfast at the park
- o Thursday 2/13 turnout will be collated
- o Repairman will be out next week to fix electrical issues at Station 31

7.4 Report from CERT Team

None – Remove from future agendas no representation

7.5 Report from Fire Safe Council

Director Janzen - Next Meeting is on Saturday 3/1 9:30 am at the church

7.6 Collaborative Council of Fire Departments (CCFD)

Director Howe – Was unable to attend the meeting on Monday will forward information when received.

8.0 AGENDA ITEMS FOR NEXT MONTH

Financial Report

9.0 FINAL COMMENTS BY DIRECTORS

None

10.0 ADJOURN MEETING

Motion to adjourn meeting

(M/S) Janzen/Ramos

Meeting adjourned at 6:38 pm

Board Signature

Note: All Board meetings are recorded.

The agenda is available on the District's web site (www.pioneerfire.org) and the full agenda packet may be viewed at the District's main office, Station 38, 7061 Mount Aukum Road, Somerset between 9AM and 1PM. Station 38 has disabled access and facilities.