

Rancho Adobe Fire Protection District

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**MINUTES OF THE REGULAR BOARD MEETING
SEPTEMBER 19, 2018 — 7:00 P.M.
COTATI FIRE STATION - #1 EAST COTATI AVE.
COTATI, CALIFORNIA**

I. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

President, Carla Grube, called the Regular Board Meeting to order at 7:00 p.m. The agenda for this meeting was posted on September 14, 2018.

Roll Call:

Directors Present: Carla Grube, Mark Hemmendinger, Greg Karraker, Michael Gadoua, Nole Pacheco, Harold Griffith, Brian Proteau

Minutes Conducted by: Jennifer Bechtold

II. ORAL AND WRITTEN COMMUNICATIONS

A. Citizen Business/Public Comments on Items not appearing on Agenda

There was no Public comment.

B. Correspondence and/or Presentations

There were no items for correspondence this month.

III. APPROVAL OF MINUTES

A. Regular Meeting of August 15, 2018

Motion moved by Mr. Karraker and seconded by Mr. Griffith.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

IV. CONSENT CALENDAR

A. Ratification of Claims and Journal Vouchers

Motion moved by Mr. Hemmendinger and seconded by Mr. Karraker.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

V. ADMINISTRATIVE COMMUNICATIONS

A. Chief's Report

Chief Thompson made the following points:

- 1.) We have five new firefighters about to begin their initial training. One candidate dropped out after completing his background and physical. Probationary testing has been a huge time commitment in recent weeks due to a large number of them having checkpoints. The current testing process is working well.
- 2.) Captain Albini has been working on vegetation management and doing an excellent job. We are down to about seven properties that remain unabated. We are still working with the County on forced abatement processes, which has been very slow, but this week Chief Thompson received a draft letter and inspection form.
- 3.) Uploading of policies into Lexipol is ongoing.
- 4.) BC Weihman will be making a presentation on wildfire home defense to a homeowner group on 9/30.
- 5.) A 9/11 ceremony was held in Cotati with included members of the fire district, Cotati Mayor and City Manager as well as the police chief.
- 6.) The first Town Hall meeting was held in Penngrove, but attendance was low.
- 7.) Pumping with Type 1's is ongoing for the engineer academy.
- 8.) Development of test components and dates for the Captain's test, with the flier being completed by week's end.
- 9.) Station 2 office siding replacement due to dry rot and termites is being completed. Chief Thompson commended BC Wandel and his crews for their hard work on this project on his off-days.
- 10.) Director Proteau will be discussing the station 3 roof replacement project.

Mr. Karraker commented that he has seen the crews working on the building at station 2 and they are doing a great job on this project. Mr. Gadoua asked what we can do to hold people accountable for costs associated with being hired and trained once they sign on. Chief will be looking into this with the attorney.

B. Director Reports

There was no report filed.

C. Committee Reports

a. Finance/Budget

Mr. Hemmendinger said we are only two months into the fiscal year so there's not a lot to comment on at this time. He said we are in dry period funding and look to have about \$100K in additional revenues than this time last year. Mr. Hemmendinger has reviewed all the account expenditures and we seem to be in line at this time.

Mr. Proteau asked about the \$15K in miscellaneous revenues and Ms. Ober replied that this was a late refund from the County for the cost of Lexipol that the district paid last fiscal year.

b. Negotiations

There was no report filed.

c. Equipment

Mr. Hemmendinger asked Chief Thompson if he had met with staff regarding replacement of equipment and he replied he had not yet met to discuss this. Chief Thompson stated that we have had some costly repairs recently and there may be some delays with the purchase of equipment to see how the parcel tax

comes out before making any firm decisions.

Mr. Griffith commented that he sees we are now receiving some revenues from the ambulance, which is great.

d. Legislative

There was no report filed.

e. Chief's Evaluation

There was no report filed.

f. Long Range Planning

Moved item to the ballot measure.

D. Firefighters' Association Report

Captain Bernal mentioned they are still working on the 25-year anniversary celebration and we finally made contact with the professor who was working on getting the room at a discount at SSU. She has since stepped down from her position and so we have had to start the process over with a new contact. We are also continuing talks with staff at Petaluma Fire Department about doing an annual firefighters' ball to raise money for the Association.

E. Firefighter's Union Report

There was no report filed.

VI. UNFINISHED BUSINESS

A. Discussion on Ballot Measure for November 2018

Mr. Karraker commented that he had some correspondence with SSU to try and again meet with Judy Sakaki. He shared the email exchange between himself and Paul Gullixson and unless Ms. Sakaki joins the meeting, they are not willing to meet.

Mr. Karraker stated that we have received an endorsement from the Sonoma County Taxpayers Association, as well as the Community Voice. He will be talking to Matt Brown from the Press Democrat hoping for an endorsement from them as well. We now have around \$22K in our PAC fund. We have multiple signs ordered, the billboard and there are some options for advertisements in the Community Voice. Mr. Karraker showed the designs we are using for the billboards, walk pieces, door hanger, lawn signs and a poster for the fundraiser at the Twin Oaks on September 29th. The goal is to start walking on the 29th of this month. Captain Bernal and Ms. Bechtold will put together walk lists and schedules to be distributed.

B. Discussion on Replacing Roof at Liberty Fire Station

Mr. Proteau handed out a proposal for the roof at station 3. Included with this bid is product data, details and color options to paint a silicone-based coating over the roof. The total cost, including bond fees is \$28,480, with a 10-year warranty. This is a General Electric product and they will be there inspecting the work. The company can start the project as soon as next week. BC Wandel mentioned that down the road it will cost more to replace the roof due to the coating, but this is the best solution to do now before we have more problems. Mr. Proteau said we should do this now as our budget does not support a metal roof replacement at this time.

Unfinished Business Continued:

There are also no prevailing wages to consider.

Motion moved by Mr. Karraker and seconded by Mr. Gadoua.
Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

VII. NEW BUSINESS

A. Resolution R-3: Adopting a Final Budget FY 2018/2019

Motion moved by Mr. Gadoua and seconded by Mr. Karraker.
Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

Roll Call:

Mr. Karraker – aye
Mr. Gadoua – aye
Mr. Griffith – aye
Mr. Pacheco – aye
Mr. Hemmendinger – aye
Mr. Proteau – aye
Mrs. Grube – aye

VIII. DIRECTION ON FUTURE AGENDA ITEMS

There were no future agenda items for October.

Closed Session was opened at 7:47 p.m.

IX. CLOSED SESSION

A. Pursuant to Government Code §54957(e), the Board will hold a closed session for the following reason: PUBLIC EMPLOYMENT.
Action Taken: None

Closed Session adjourned at 8:07 p.m.

X. ADJOURNMENT

With no further business to discuss, the Regular Board meeting was adjourned at 8:08 p.m.

Motion moved by Mr. Proteau and seconded by Mr. Karraker.
Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

Date Approved: 10/17/18