

# Rancho Adobe Fire Protection District

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**NOTICE & AGENDA OF THE REGULAR BOARD MEETING  
NOVEMBER 18, 2020 — 7:00 P.M.  
COTATI FIRE STATION - #1 EAST COTATI AVE.  
COTATI, CALIFORNIA**

**MEETING WAS HELD VIA TELECONFERENCE FOR ALL BOARD DIRECTORS, STAFF AND MEMBERS OF THE PUBLIC**

**II. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE**

President, Mark Hemmendinger, called the Regular Board Meeting to order at 7:02 p.m. The agenda for this meeting was posted on November 13, 2020.

Roll Call:

Directors Present: Mark Hemmendinger, Brian Proteau, Bret Herman, Carla Grube, Nole Pacheco and Leslie Cozad

Directors Absent: Michael Gadoua

Minutes Conducted by: Jennifer Bechtold

**III. 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 was no correspondence.

**IV. APPROVAL OF MINUTES**

A. Regular Meeting of October 21, 2020

Motion moved by Mrs. Cozad and seconded by Mr. Proteau.  
Motion Carried: Aye 6 No 0 Abstain 0 Absent 1

Roll Call:

Mr. Pacheco – aye  
Mrs. Cozad – aye  
Mr. Herman – aye  
Mr. Proteau – aye  
Mr. Hemmendinger – aye  
Mr. Gadoua – absent  
Mrs. Grube – aye

**V. CONSENT CALENDAR**

A. Ratification of Claims and Journal Vouchers

Motion moved by Mr. Proteau and seconded by Mrs. Cozad.  
Motion Carried: Aye   6   No   0   Abstain   0   Absent   1  

Roll Call:

Mr. Pacheco – aye  
Mrs. Cozad – aye  
Mr. Herman – aye  
Mr. Proteau – aye  
Mr. Hemmendinger – aye  
Mr. Gadoua – absent  
Mrs. Grube – aye

**VI. ADMINISTRATIVE COMMUNICATIONS**

A. Chief's Report

Chief Thompson was unable to provide a report this month due to connection problems.

B. Director Reports

Mr. Hemmendinger commented that LAFCO has an open position on their Board, which is currently held by Ernie Loveless. Mr. Loveless has done an excellent job and does plan to run again. This is a special district position. The only other report from Mr. Hemmendinger is the future joining of Cloverdale and Geyserville, now called the North Sonoma County Fire District. The MSR is pending.

C. Committee Reports

a. Finance/Budget

Mr. Hemmendinger noted that we are rapidly drawing down on our cash funds but we will make it through to next month without borrowing money. \$70K in casino funds promised by the County have yet to be received. We were told in error that the check was being cut last month, but as of today, it has not been received.

b. Negotiations

There was no report filed.

c. Equipment

BC Wandel commented we are still getting prices on new equipment and we'll move forward in January or February with those purchases.

d. Legislative

There was no report filed.

e. Chief's Evaluation

There was no report filed.

f. Long Range Planning

There was no report filed.

g. Capital Improvements

Mr. Proteau commented about the emergency repair of the balcony at station 1 which has been started and should be completed soon. We were able to get this work done for half the amount reported last month. Mr. Proteau noted the committee is trying to get another meeting scheduled between now and December.

D. Firefighters' Association Report

Dawn Davis noted the Association met and spoke about the recent donation by the Chadwick Family. A committee has been formed to review financial institutions to see how the money can best grow. Additionally, the crab feed is on hold indefinitely and unlikely to happen this year.

Mr. Hemmendinger commented that he's not aware of the Chadwick Funds and it's unlikely the rest of the Board is either. Morgan DeJong commented that over a month ago he received a phone call from Merrill Lynch stating there were three large retirement accounts from Angela Chadwick with the District being the beneficiary. Burt Chadwick was a former Cotati Fire Chief, and his son, Bob Chadwick was a Board member and his wife was Angela Chadwick. After both passed away, we were notified the three accounts were left to the district which was funneled into the Association for the 501c(3) status. Mrs. Grube mentioned that her husband is a relative of the Chadwick's and they have known about these accounts for a long time and they are very happy to see this donation to the Association.

E. Firefighter's Union Report

New Union President, Eric Gromala, introduced himself and mentioned he is happy to meet with anyone who has questions or comments. There was no official union report filed.

**VII. UNFINISHED BUSINESS**

A. Discussion on Liability Insurance Policy for Rancho Adobe Firefighters' Association

There was no report filed.

B. Discussion and Possible Approval of Letter of Authorization for Crown Castle

Mr. Proteau commented that Mrs. Bechtold emailed an update on Crown Castle to Board members last week. Both projects by Crown Castle and T-Mobile are on hold for the time being until further details can be worked out.

**VIII. NEW BUSINESS**

A. Discussion on Equipment Funding for Future Purchases of Apparatus

Mr. Hemmendinger commented with relation to the Five-Year Plan, and looking forward, there are some significant purchases in the range of \$600K that will reduce our reserve funds for a year or two based on the replacement schedule. One of the things to look at is our means for purchasing equipment and the different funding options with that. One thing to consider is should we get a five-year note and pay around \$40K in interest. We need to decide if the value of the funds is more important than paying the interest. We can even look at taking a loan on the new

BC buggy and chassis for 9132. Later this week, the budget committee has a meeting with some investment people to discuss paying down of the unfunded liability of CalPERS. We are going to educate ourselves whether borrowing money to pay those down makes more sense than taking out capital loans at a lower rate. We don't need to do anything this calendar year or possibly even this fiscal year.

Mr. Herman asked where the district goes to borrow money for apparatus. Mr. Hemmendinger replied that we have gone through commercial markets and recently through the CSDA for rates. The last loan rate quote we got was 2.5%. Based upon recent information, current market rates may stay stable for the first part of the new year.

B. Discussion and Approval of Radio Purchase (Staff Report by BC Mike Weihman)

A staff report was provided in Board packets. Mr. Hemmendinger noted this was a previously approved budget expense and the radios were purchased recently. This agenda item is more informational for Board members.

**Mr. Pacheco would like to see the three bids and see that the lowest bid was accepted. Mr. Hemmendinger would like clarification on who the actual vendor was that we made the purchase from.**

C. Discussion on Future of In-Person Board Meetings and Audio/Video Teleconference Issues

Mr. Hemmendinger noted that when we brought the idea up last month of returning to in-person meetings, the COVID numbers were down. Since this time, however, things have changed and he does not feel inclined at this time to resume in-person Board meetings.

Mrs. Cozad noted that she does not feel good about meeting in person and Mr. Proteau agreed with this sentiment.

Along these same lines, we need, as a district, to come up with some minimum equipment requirements for Board members. Cameras, microphones and headsets should be considered for all members. What we'd like to do is get Board members in touch with Mrs. Bechtold to figure out what they need to be fully active with the meetings.

Mr. Hemmendinger noted that Mr. Peterson will be sworn in next month and Mrs. Bechtold will be providing him new Board member training materials. Mr. Hemmendinger also offered to sit down with him and go over any additional questions.

Mr. Hemmendinger asked if any other Board members need any kind of equipment. He will also work with Mrs. Bechtold to figure out how to swear in the five Board members next month.

**IX. DIRECTION ON FUTURE AGENDA ITEMS**

- Presentation of the FY 19/20 Audit.

**X. ADJOURNMENT**

With no further business to discuss, the Regular Board meeting was adjourned at 7:58 p.m.

*Adjournment Continued:*

Motion moved by Mr. Herman and seconded by Mrs. Grube.  
Motion Carried: Aye \_\_6\_\_ No \_\_0\_\_ Abstain\_\_0\_\_ Absent \_\_1\_\_

Roll Call:

Mr. Pacheco – aye  
Mrs. Cozad – aye  
Mr. Herman – aye  
Mr. Proteau – aye  
Mr. Hemmendinger – aye  
Mr. Gadoua – absent  
Mrs. Grube – aye

Date Approved: 12/16/2020