

MINUTES

BRIDGEVILLE FIRE PROTECTION DISTRICT Board of Directors Regular Meeting

June 8, 2020

- 1) Call to order: The meeting was called to order at 5:09 p.m. by Vice-President Michael Howeth.
- 2) Director's Roll Call: Vice President Michael Howeth, Treasurer Joyce Church and Directors Ben Fleek and Jim Nelson. Absent on medical leave, President Alan Brainerd. Also present: Maryliz O'Connell, Board Secretary, Scott Katzdorn, Chief BVFD, Inc., and guest Tess Howard.
- 3) Pledge of Allegiance: Led by Vice President Howeth.
- 4) Public Comments; items not on the agenda: None
- 5) President's Report: None
- 6) Correspondence / meetings:
 - a) Current correspondence:
 - i) Humboldt County Office of Election, General Election on November 3, 2020
 - (1) Officer Terms Expiring and District Election Preferences
 - (2) Candidacy Instructions
 - (3) Special District Elections Calendar
 - ii) Humboldt Planning Dept., Assignment of Address Notice. AP No. 208-321-007 new address assignment is 3800 Little Burr Creek Road, Bridgeville, CA
 - iii) Ford Motor Company, Steering Linkage Damper warranty coverage on 2017 F-550
- 7) Current bills/Receivables
 - i) PG&E, April, no payment due, credit of -\$117.91
 - ii) MasterCard, \$122.71
 - iii) O'Reilly Automotive, no invoice
- 8) Old Business
 - a) Approval of minutes for May 11, 2020. After review of the minutes, motion by Director Church, second by Director Fleek. Motion carries 4-0.
 - b) Report of BVFD Business and operations, call log, finances. (Scott/Jim/Ben//Lauri)
Scott reported an increase in medical calls this past month. He reported on the new protocols for medical calls using masks and PPE under COVID-19 guidelines. There have been vehicle accident calls necessitating the mechanical jaws during rescue. The BVFDI has requested the board to assist in the purchase of a ram and stabilizer equipment by sharing one-half of the cost of about \$10,000. Motion by Director Church motion, second by Nelson, to cover one-half of costs to purchase new equipment including a ram and stabilizer. Motion carries, 4-0.
 - c) Treasurer's Report (Maryliz)

Checkbook balance: April 30, 2020:	\$74116.50
Reserve balance: April 30, 2020:	\$33,514.50

- d) Monthly financials review. Maryliz reported an email with the county auditor's office. The check for the April tax revenue will be sent in late June. It was requested and discussed to purchase a laptop computer and printer for district use. On a motion by Nelson, second by Church, the purchase of a laptop and printer was approved, 4-0.
- e) Ad Hoc committee for fire building location, status. Directors Fleek and Nelson reported that discussions were ongoing with the owner of the adjacent property. The surveyor will be contacted to make corrections to the easement boundaries. Then the attorney will need to make corrections to the proposed lease.
- f) BFPD Website (Mike) Mike reported the website and phone number are working.

9) New Business

- a) Adoption of Resolution 2020-01 Preliminary Budget Fiscal Year 2020-2021. Discussion followed regarding the proposed preliminary budget. On a motion by Church, second by Nelson the Resolution 2020-01 passed on a unanimous roll call vote, 4-0, with one absent.

Brainerd	Absent
Church	Yes
Fleek	Yes
Howeth	Yes
Nelson	Yes

- a) District Preferences for November 3, 2020 Election. Regarding the communication from the County of Humboldt Elections Office, the directors reviewed the district preferences and changes for the upcoming Presidential Election on November 3, 2020. By consensus the Board agreed the candidates will pay for any candidate statements and those statements will be limited to 200 words in election brochures. If any candidate office results in a tie vote, the district will resolve the issue by lot. It was also noted there have been no changes to the district boundaries. These preferences will be forwarded to the Elections Office.

10) Agenda Items for Future Meetings

- On-going Review of Preliminary Budget
- Lease for Building
- Elections

11) Next regular meeting scheduled for 5 pm, Monday, July 13, 2020

12) Adjournment: 6:00 pm

Respectfully submitted,

Maryliz O'Connell
Secretary to the Board