



**CORDELIA FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING
MINUTES**

April 9, 2019 @ 6:00 pm

Cordelia Fire Station

2155 Cordelia Road, Fairfield, CA 94534

1. **OPENING CEREMONIES: 6:00 pm **Meeting called to order at 6:07 pm**
 - a. Call to Order.
 - b. Pledge of Allegiance
 - c. Roll Call. ** All members of the Board are present

2. **ADOPTION OF THE AGENDA: * The agenda is amended to reflect a presentation from Pacific Flyway * Approved unanimously on motion of Kerlin and second by Frische**

3. **APPROVAL OF MINUTES:**
 - a. Regular board meeting of March 12, 2019 ** The Minutes are changed to reflect the proper spelling of Director Frische's name as Frische. Approved unanimously on motion of Hakenen and second by Frische

4. **PUBLIC FORUM:**

Public comment on any item not otherwise appearing on the agenda is invited during the Public Forum. If the matter brought before the Board requires a collective decision by a majority of the members of the Board, the matter may be received and then forwarded to staff or a Director for recommendation and report at a subsequent meeting. This procedure is necessary in order to comply with the Ralph M. Brown Act (Open Meeting Law). Items brought under this category may be limited to five (5) minutes per subject and speaker. Please state your name and address for the record. **None

5. **SPECIAL TAX / DEVELOPER FEE APPEAL: **No Appeals to discuss**

6. **CONSENT AGENDA:**
 - a. Review and possible ratification of District accounts payable transmittals for March 2019
 - i. Expense report
 - ii. Credit card statement
 - iii. Monthly Journal
 - iv. Cost Recovery

**Following several questions and answers the consent agenda was approved unanimously on motion of Hakenen and second of McAlister. The Fire Chief noted several areas for follow up.

7. **BOARD COMMITTEE REPORTS:**
 - a. Special Tax – Vice Chairman Frische & Director Hakenen **Hakenen reported he visited several areas of the Fire District. Many parcels were evaluated for the appropriate level of taxation. Director Hakenen has located at least 3 parcels the Cordelia Fire District is currently receiving tax revenue for that are mis-classified as CFD. They should be classified as East Vallejo Fire District. They are not being served by Cordelia Fire District.

The Board provides consensus that Director Hakenen will contact County Counsel to seek further clarification on the appropriate agencies to notice of this issue.

The Chair requests this item to be listed as New Business next month.

- b. Budget – Vice Chairman Frische and Chairman Dittmer. ** No Report
- c. Policies & Admin. – Director Hakenen & Director McAlister. **No Report
- d. Ops. & Equip. – Chairman Dittmer & Director McAlister **No Report
- e. Facilities – Director Kerlin & Director McAlister **Director Kerlin noted a few items he is working on around the station.

8. OLD BUSINESS CONTINUATION:

- a. 48/96 Work Schedule - **The Fire Chief has not had an opportunity to make contact with other agencies to investigate contract payroll services.
- b. EMS/Rescue Truck - **The Fire Chief provides an update. The Cab and Chassis are not delivered as of yet.
- c. St 29 & 30 Comments – Falls School **No Update
- d. County Ambulance RFP ** Nothing new. **SEMSC Board meeting set for Thursday.

9. OLD BUSINESS:

- a.

10. NEW BUSINESS:

- a. Resolution 2019-001**Approved unanimously on motion of Hakenen and second by Kerlin.
- b. NEXUS Study ** An agreement with SCI consulting was approved unanimously on motion of Frische and second by Kerlin.

11. COMMUNICATIONS/CORRESPONDENCE:

12. FIRE CHIEF COMMENTS:

- Fire Fighters Association **Presentation by Association Secretary. **Wine mixer on Sunday May 19th 2019 at Green Valley Cellars. Looking at fitness equipment for the station. Looking for a new T-Shirt vendor. Association to provide name bar for new members when they get off probation. Planning to attend CA Firefighters Memorial in September.
- Apparatus
 - **The Fire Chief provides a report. No major issues currently.
- Call response
 - March / Call Volume comparison prior year/current year **The Fire Chief provides an overview of call data.
- Personnel *No Report
- March monthly training. ** Amended to April – no report.

13. CHAIRMAN’S COMMENTS: ** Need to continue to look for an OES Engine. Thanks Director Kerlin for his assistance working on station projects. Compliments the Association report. Recognizes the Fire Chief for receiving his Bachelors Degree.

14. BOARD MEMBER COMMENTS:

- *Director Frische thanks the crew for their work.
- *Director Hakenen thanks the staff.
- *Director Kerlin thanks the staff.
- *Director McAlister- brief comments on the CalFIRE fuel break project in Green Valley.

15. ANNOUNCEMENTS:

16. NEXT BOARD MEETING:

- a. May 14, 2019

17. CLOSED SESSION: **Board goes into closed session at 7:20 pm.

- a. Conference with Real Property Negotiators:
Property: 1624 Rockville Road, Unincorporated Solano County, (APN 0148-070-060) –
Agency Negotiators: Jeff Dittmer and Aaron McAllister; Negotiating party: Kris Corey;
Under Negotiation: Price and Terms.
- b. Public Employee Discipline/Dismissal/Release
- c. Personnel - staffing

18. ADJOURNMENT: **The Board reconvened into open session at 8:42 pm. There was no reportable action taken in closed session.

The Cordelia Fire Protection District ("District"), in complying with the Americans with Disabilities Act ("ADA"), requests individuals who require special accommodations to access, attend and/or participate in District Board meetings due to a disability, to please contact the Chief's office, (707) 864-0468, at least one business day prior to the scheduled District Board meeting to ensure that we may assist you.

I hereby certify that this agenda in its entirety was posted on April 6, 2019 at the Cordelia Fire Protection District Administration offices.

Keith Martin, Fire Chief