

Minutes of the Capay Valley Fire Protection District Commissioners

Monday 14 November 2022

The regular meeting of the Capay Valley Fire Protection District Board of Commissioners was opened and called to order at 6:32 PM by: Board Vice Chair, Mark Burns

Board Members Present: Wyatt Cline, Dawnmarie Eason, Mark Burns, Caleb Sehnert

Absent: Judith Redmond

Others Present: Michael McDonald

Chief/Dist. Secretary: Jesse Capitanio

Association Members: Jesse Capitanio

Motion to approve the September regular meeting minutes:

Motion: Wyatt Cline

Second: Caleb Sehnert

Ayes: Mark, Wyatt, Dawnmarie, Caleb

Nays: None

Absent: Judith

Approved: Yes

Public Comment: None

Correspondence: Letter and donation from Anne Rawlins

Old Business:

1. Financial Sustainability (JOA/172/218)

Mark reported on 2x2 meeting with Board members Lucero and Burns from Esparto, Redmond and Burns from Capay Valley, Chiefs Lawrence and Capitanio. Invited Madison commissioners to meet Dec. 6 1830 in a 2x2x2 to discuss JOA involvement, committed to quarterly meetings between partners to discuss JOA progress, tasked Chiefs with updating personnel policies by the 1st quarter of 2023 – Chiefs to begin regular meetings to discuss policy updates.

Jesse reported on Fire Dist. Sustainability working group progress toward disbursement of \$550,000 set aside by Yolo County. Issues include whether or not to include Elkhorn, contract districts (East Davis, Springlake, Winters), and how to divide the money. The most likely scenario would involve a percentage being split equally and the remainder being split according to call volume.

Jesse explained the spreadsheet provided with meeting materials – a cost/income breakdown for the district which was provided to SCI consulting as part of the 218 process which shows our district operating at a deficit against our annual secured income. It further shows additional cost projections associated with additional staffing

2. Update on 2020 Co. Rd #41 Capay Valley Exit Route

No update

3. Updates on the formation of the Capay Valley Emergency Response Auxiliary (CVERA)

No update

The board will keep this item on the agenda for review and updates at the next meeting.

4. Discussion on Reserve Program

Jesse looking for other district reserve policies to model from

The board will keep this item on the agenda for updates at the next meeting.

5. Update on bid process for new septic system

Jesse opened the single sealed bid submitted for the septic project from Pacific Underground Services. The Board made the decision to reject the bid and discuss options for moving forward at the next meeting.

New Business:

1. DFS proposal to provide SCO financial transaction report

Yolo County DFS proposes to provide our annual report for an estimated cost of \$306 – there is no alternate proposal on the table as our previous consultant is no longer available.

Motion to accept the DFS proposal to provide the SCO financial transaction report

Motion: Dawnmarie Eason

Second: Wyatt Cline

Ayes: Mark, Wyatt, Dawnmarie, Caleb

Nays: None

Absent: Judith

Approved: Yes

Fire Chief's Report:

Jesse reports that the FPD's are not eligible for the DWR grant funding we applied for to complete the pump upgrade and electrical cleanup. Yolo County is trying to take fiscal sponsorship and may be able to receive the funds on behalf of the Districts. No timeline yet.

Jesse looking into hiring an engineer to design the plans for the concrete project

Truck maintenance is ongoing, E22 in the shop, siren fixed on E23, new siren controller on order.

Roster is the same, Robert back from leave so we have an additional operator during the day.

Volunteer Max McGregor will be laid off from his Cal Fire seasonal position soon and is interested in the part-time firefighter position which remains un-filled.

Continuing weekly training with Cal Fire, adding Yocha Dehe into the trainings this week for structure operations

Completed annual DIF report and SSA report

Firefighters' Association Report:

Commissioners invited to CVFA Christmas party on Dec. 17th location TBD

Other Agenda Items:

Discuss budget and review claims:

After discussion of our personnel needs and the availability of an applicant for a part-time position it was decided to amend the budget to make room for an additional part-time employee paid by the District.

Motion to move \$14,000 from professional services to salaries/wages to fund a part time position consisting of 3 8-hour shifts per week beginning December 1 2022 and lasting until May 31st 2023 at \$17/hour plus anticipated overtime in lieu of the shared firefighter position with Esparto FPD.

Motion: Mark Burns

Second: Caleb Sehnert

Ayes: Mark, Wyatt, Dawnmarie, Caleb

Nays: None

Absent: Judith

Approved: Yes

Jesse submitted the current claims and they were reviewed by the Board

Motion to Pay Submitted Claims

Motion: Dawnmarie Eason

Second: Wyatt Cline

Ayes: Dawnmarie, Caleb, Wyatt, Mark

Nays: None

Absent: Judith

Approved: Yes

Motion to Close the Meeting:

TIME: 9:00 PM

Motion: Wyatt Cline

Second: Caleb Sehnert

Ayes: Mark, Wyatt, Dawnmarie, Caleb

Nays: None

Absent: Judith

Approved: Yes

Meeting adjourned: 9:00 PM

Judith Redmond, Chairman



Jesse Capitanio, Secretary

