Minutes of the Capay Valley Fire Protection District Commissioners

Monday 10 December 2024

1. Meeting Called To Order:

The regular meeting of the Capay Valley Fire Protection District Board of Commissioners was opened and called to order at 6:38 PM by Board Chair, Judith Redmond. Board Members Present were Caleb Sehnert, Judith Redmond, Dawnmarie Eason, and Mark Burns. Wyatt Cline was absent. Also present was Fire Chief and District Secretary Jesse Capitanio.

1. Reading and approval of prior meeting minutes:

A motion was made by Mark Burns to approve the October meeting minutes, seconded by Caleb Sehnert, and passed by all present. As the November meeting was opened and immediately closed due to lack of quorum or public present, it was decided that the minutes were unnecessary.

1. Correspondence:

The Board received a letter from the Slaughter family asking for a reconsideration of the assessment rate on their property. Jesse will contact SCI consulting for input.

We received a quote from Yolo County Department of Financial Services to complete our annual financial transaction report as they have in the past. This expense was provided for in the budget and Jesse will approve the quote and send the necessary documents to DFS.

We received a solicitation for membership from the California Special District Association – they appear to provide Board training for members and have a lobbying arm at the State. CVFPD is not interested at this time.

We received notice from the County Administrator’s office that we would again receive $30,000 in casino impact mitigation funds

1. Public Comment:

There was no public comment.

1. Old Business:
   1. Joint Operations Agreement:

Jesse spoke with Chief Lawrence about development of joint Standard Operating Guidelines. Chief Lawrence is exploring the possibility of using Lexipol to provide boilerplate SOG’s which we can then adapt. This service may be covered as part of our YCPARMIA membership.

* 1. CVERA update:

CVERA is on break until the new year.

* 1. Project Updates
     1. Station 22:

Rebar should arrive this week, lumber order will go in soon

* + 1. Station 21:

We are still checking setbacks for the new building, but the building spec has been submitted to the broker for a quote. Jesse is writing a letter to the neighboring property owners as a courtesy notice of upcoming construction.

* + 1. ISO rating:

Jesse met with our ISO representative and updated our records. For scores to be improved past an 8B, we would need hydrants available, though a 30,000 gallon water tank built to ISO specification would substitute for a municipal hydrant. We could potentially improve insurability within small portions of the valley in proximity to such tanks, and the easiest way to start would be to upgrade Stations 22 and 23. Jesse will research grant opportunities and the Board will consider this as a long-term goal.

* + 1. New Type 3 Engine Update:

No additional updates from BME or Golden State Fire Apparatus, but we were contacted by Yocha Dehe Fire Chief Kinney who reported that Esparto is no longer interested in their surplus Type III engine. He offered it to us again and Jesse accepted – delivery date to be determined. The engine would be equipped from our existing equipment, and it would require a new paint job which was quoted by Lopez Paint at approximately $8,000.

1. New Business:
   1. Budget Amendment

The Board reviewed a draft budget amendment which accommodates unbudgeted revenue generated by Strike Team assignments, as well as the corresponding wages paid to personnel for those assignments. A revised draft will be available at the January meeting which also allocates the total due for the BME engine from our equipment and DIF restricted accounts.

1. Chief’s Report:

There’s a possibility of getting some hand-me-down extrication equipment from West Plainfield Fire; we’re waiting on word of eligibility for the EPA grant that the County is writing; we should be getting paid for the Airport Fire soon – the Department will earn 16K for sending the water tender; and we were awarded $5,000 in funds by Supervisor Barajas to build a shade structure out back, hopefully Steve Schroeder will help with the design.

We’re scheduling annual maintenance and testing for engines and equipment, plus still waiting on a transfer case rebuild for Brush 21.

The transition to First Due software is complete, and the CAD connection should be live mid-january.

20 calls in November, 16 in October. Nothing as a result of the rainstorms though we did instigate some road repairs on 57 due to a resident report of a washout. We had a rescue on CR40 in November which went well, and KCRA3 picked up on the story through our social media.

1. Firefighters’ Association:

Christmas dinner this Saturday the 14th

1. Other Agenda Items:

None.

1. Review Budget and Approve Payment of Bills:

The Board reviewed an income statement and recent balance sheet. The Board reviewed the current claims, a motion to pay the bills was made by Mark Burns, seconded by Dawnmarie Eason, and was passed by all present.

1. Meeting Adjournment:

Caleb Sehnert moved to adjourn the meeting at 8:00 pm. Seconded by Dawnmarie Eason and passed by all present.

Judith Redmond, Chairman \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Jesse Capitanio, Secretary\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_