

SOUTHERN INYO FIRE PROTECTION DISTRICT
APPROVED MINUTES OF THE
REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday, May 19, 2021

The Governing Board of the Southern Inyo Fire Protection District held a regular (teleconference) business meeting on Wednesday, May 19, 2021 at 6pm via Zoom.

I. Call to order and determination of quorum

Robin Flinchum established a quorum and started the meeting at 6:00. Jon Zellhoefer joined at 6:02. Present: Robin Flinchum, Robert Barbee, Christy Horne, Jon Zellhoefer. Guests: Mike Jerry, Larry Levy, Billy Eichenbaum.

II. Confirmation of Agenda/Reading of Minutes:

- Unapproved minutes of March meeting

Christy moved to approve the March minutes. Jon seconded. Carried 4-0-0

III. Public Comment: 3 minutes per participant

No public comment

IV. Board, Officer and Committee Reports

A. Board Member Reports

a. Board Chair Report

a.i. Robin had nothing to report that wouldn't be covered in the remainder of the meeting.

b. Treasury/Budget Report

b.i. Christy needs the tax assessment to finish the budget. Only seems like half of it has come in. Larry indicated the assessment comes in two installments, one in December and the other near the end of the fiscal year. Christy reports the first one for \$42,000 was received in December. Larry indicates the second payment should be here by the end of June.

b.ii. Christy reports that we are underreported by \$7400 on the monthly reports because of deposits made in May. Water kiosk is underreported by \$2700. We are not upside down on the kiosk anymore. Our T1s which were looking like Dan and Marie is probably not going to happen now because they broke up. Christy is talking to Shayna about possibly doing it.

b.iii. Christy was going to use the same budget this year as last but wants to see assessment numbers. Robin: We need to have the budget by next meeting once we get the assessment.

B. Fire Chief's Report

a. Calls: 8 of them in the last month. Vehicles: Broken axle fixed on tender. Other things are OK. At the kiosk we need a pad for the generator. Robin asked about an estimate to do the pad. Larry says it comes with its own platform. Danny: The area will still need to be leveled and prepped. Danny: Haven't billed for the China Ranch fire. Robin: On the assessment, perhaps hire Larry to go out on the first day as a consultant to help Danny. Larry is willing. 16 hours should be enough. Christy moves to pay Larry 16 hours @ \$15/hr to assist Danny. Robert seconded. Motion carries 4-0-0. Danny reports that Maddy grant is pretty much done.

C. Administrative Report

a. In adding Christy and Robin as signers last month, Jon got accidentally removed as an entity-level signer. Decision was made to redo the Wells Fargo signers forms to include Jon as an entity-level signer.

- b. The online access to our Wells Fargo accounts is costing \$20 a month. We were not aware of the charge when we started to sign up for this, so the agreement is to try the online access to the accounts for a month. Put on next month's agenda to review. Mike will call Kevita to investigate no cost options for more simple online account access.
- D. Fleet Mechanic's Report
 - a. State of Motor Pool
 - a.i. Tires have been changed. Vehicles fired up and run.
 - a.ii. Valve and primer pump not working on tender. Larry thinks we can fix.
- E. Committee Reports
 - a. Water Kiosk
 - a.i. Robin believes we have done everything we need to do to be in compliance. Angie still needs to send monthly report. On the other filings that Angie just completed, some info needs to be updated. Larry had conversation with Kathe Barton. She is insistent that the T1 has to do all the work. Still OK for Angie to do the samples. Robin thanked Angie for all her hard work. The state will take over regulation of the kiosk and we will now be responsible for the fees that were waived in the past. Christy asked if we have access to the kiosk water for fire. Larry: We have a tank that can be set up for that purpose but it needs to be inspected for soundness and then set up. Danny will check the tank and find out what the costs are for setup.

V. Old Business

- A. Recruiting EMTs
 - a. Investigating what Billy and Tyler need to do to be trainers. New folks at Junior's place want to join the department. Danny wants to get a CPR class together. CPR certifications for him and others are expiring. Larry: Tyler is a CPR instructor or better. Wondering if someone could explore classes at Great Basin College in Pahrump. Danny will talk to Tyler about a CPR class.
- B. Form 700s
 - a. All good except Robert who Mike had a conversation with and he will get on it.

VI. New Business

- A. Payment for mileage for Covid shots – retroactive approval
 - a. Christy makes a motion for retroactive approval. Barbee seconded. Jon: Feels the board was gone around on getting Larry's mileage paid. Larry: Bishop was the only place for them at the time. Jon: Expenditure should be actual cost, not \$0.55/mile. Vote passes 3-1-0 with Jon being the nay.
- B. PayPal account balance
 - a. Mike reports that there is a PayPal balance from way back for over \$150. Robin thinks to get fire gear with it. Jon: Should be within the discretion of the chief. Danny will look into appropriate expenditure.
- C. Semi-annual SIFPD audit/approving unapproved minutes for audit
 - a. Robin: Send out unapproved minutes to board. Jon: Get together to determine what meetings had agendas but no minutes because no quorum. Robin: Even months that don't have agendas, document no meeting. The minutes would look like that no quorum was attained and therefore no meeting. Every month needs to be documented.
- D. Storage for seized fireworks and discussion of possible fire danger signs
 - a. Robin set up fire level of danger signs to help wake people up to the risks. Billy: May need to ask CalTrans to put up signs. Larry: BLM may already have that worked out so call them. For seized fireworks, we need to work with the Inyo DA to direct some of the fines from seizures to us. There used to be an agreement where this happened but it expired.

- Robin: Wants Mike to investigate this agreement. Wants Danny to contact CHP. Larry: The agreement was with the old Inyo DA. CalFire might also be a source of revenue on this.
- E. Neighborhood training for firefighting and support
 - a. Robin: Would like to have training for interested community members at the community center. Christy: Could make it a FUNraiser with some fun stuff and basic training stuff. Robin: Loves the idea. Will work with Danny to move that forward.
 - F. Seeking grants for water storage tanks
 - a. Robin: Danny to figure out the details of what tanks, how many, where to put.
 - G. Letter to Inyo County regarding Bonanza Peak Solar project submit for approval
 - a. Danny and Christy liked the letter. Robin will send it out tomorrow with all board members as signers. Christy moved to approve the letter. Robert seconded. Motion carries 4-0-0.

VII. Evaluate Distribution of Workload

- A. Danny and Mike doing well.

VIII. Good of the Order

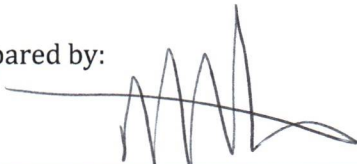
- IX. **Public Comment:** 3 minutes per participant
 - A. Larry: Possibility of mandatory participation in the District.
 - B. Check on when we need to start meeting in person for our meetings. Mike to make call to determine this. I will contact the districts association?

X. Suggested Agenda Items for Next Meeting

- A. Picking a date and location for the FUNraiser

- XI. **Adjournment & Schedule the next Regular Board Meeting:** Wednesday, June 16, 2021 at 6PM (via Zoom) Jon motions to adjourn. Robert seconds. Motion passes 4-0-0. Meeting adjourned at 7:42.

Prepared by:

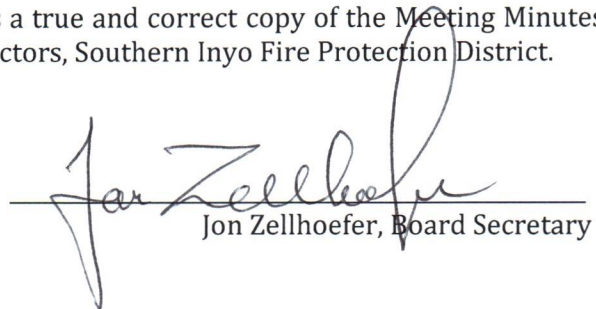


Mike Jerry, District Administrator/Secretary

I, Robin Flinchum, Chair, hereby certify that the foregoing is a true and correct copy of the Meeting Minutes of the May 19, 2021 Regular Business Meeting, Board of Directors, Southern Inyo Fire Protection District.



Robin Flinchum, Board Chairperson



Jon Zellhoefer, Board Secretary