

SOUTHERN INYO FIRE PROTECTION DISTRICT
APPROVED MINUTES OF THE
REGULAR MEETING OF THE BOARD OF DIRECTORS
Tuesday, July 18, 2023

The Governing Board of the Southern Inyo Fire Protection District held a regular business meeting on Tuesday July 18, 2023 at 6pm at the Hurlbut Rook Community Center.

I. Call to order and determination of quorum

Present: Robin Flinchum, Chair, Jon Zellhoefer, Vice-Chair, Spencer McNeal, Secretary, Ian Zatarain, Director. Flinchum calls meeting to order and establishes quorum at 6:01.

II. Confirmation of Agenda/Reading of Minutes:

- A. Approve minutes from the June meeting. Zellhoefer moves to accept minutes as presented. McNeal seconds. Carries 4-0-0.

III. Good of the Order

IV. Public Comment: 3 minutes per participant

V. Correspondence

VI. Board, Officer and Committee Reports

- A. Board Member Reports
- a. Board Chair Report
 - b. Treasury/Budget Report
 - b.i. McNeal motions to accept report as presented. Zatarain seconds. Carries 4-0-0.
- B. Fire Chief's Report
- a. 2 fires, 1 EMS, 1 missed EMS.
 - b. Burn ban in effect.
- C. Administrative Report
- a. Maddy payments done
 - b. Medicare site inspection done, now just waiting for paperwork process
 - c. Electrical permit for 501 done, sewer needs plot plan showing details of what is being installed where.
 - d. Medical director still Dr. Andracki? Jerry will call him.
 - e. Hoping to get DocuSign OK'd as our e-signature service. McNeal OKs it as board secretary.
- D. Fleet Mechanic's Report
- a. State of Motor Pool
 - a.i. S-71 will cost \$600 to repair. Chief will get it done.
- E. Committee Reports
- a. Water Kiosk
 - a.i. Sinohui catching up on getting missing water test reports to the state water board from Silver State
 - a.ii. Sinohui still needs to order filters
 - a.iii. Sinohui will get home defense to keep black widows out of kiosk
 - b. Fundraising
 - b.i. Still planning fall flea market Halloween weekend at Zellhoefer's property
 - b.ii. Idea for SIFPD calendar as a fundraising item

VII. Old Business

- A. Fire inspections
- B. Fire water tower/firehouse update
 - a. Report from chief on new fire house progress
 - a.i. Offices are pretty much done
 - a.ii. Macbrohn: \$500 in materials to get all the remaining inside done
 - b. Seeking capital improvement grants (Infrastructure money)
- C. Recruiting and training EMTs and firefighters
 - a. Update on training class
 - b. Sinohui DMV commercial license physical. Worsman will check to see if this is still a requirement, as he thinks it's not. If we need it Jerry will call Spring Mtn. Medical to find out what it costs.
- D. Report on tax assessment
 - a. Done and submitted

VIII. New Business

- A. Leasing Chief Worsman's fire vehicles
 - a. Worsman will draw up agreement between him and SIFPD
- B. Status of Medical Director and completing of Rx Form for Life Assist
 - a. Jerry will contact Dr. Andracki
- C. Discuss and consider new Chief job description and Employment contract for Chief Worsman. Zatarain moves to ratify both as presented. Zellhoefer seconds. Carries 4-0-0.
- D. Charleston View property survey which is desired before work can begin on lot
 - a. Flinchum will call Steven Scow
- E. Porta potties for new property
 - a. Macbrohn has one to put in so this can be removed as an agenda item
- F. Splitting cost of getting generator/propane installed with water kiosk
- G. FY 23-24 Final Budget
 - a. Raise object code 5158 in SIFPD budget ~\$2k to cover increased liability insurance premium. Jerry will post the preliminary budget as the final budget and put the budget hearing on next month's agenda.

IX. Evaluate Distribution of Workload

X. Good of the Order

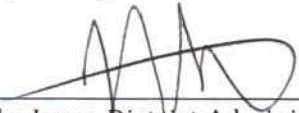
XI. Public Comment: 3 minutes per participant

XII. Suggested Agenda Items for Next Meeting

- A. Uniforms - September
- B. Budget Hearing

XIII. Adjournment & Schedule next Regular Board Meeting: Tuesday, August 15, 2023 at 6PM
Upcoming meeting schedule: Starting in Sept on Thursdays, Sept in Charleston View, October and November back in Tecopa and then back to the regular Wednesday schedule. McNeal moves to adjourn Zatarain seconds Carries 4-0-0.

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 July 18, 2023 Regular Business Meeting, Board of Directors, Southern Inyo Fire Protection District.



Robin Flinchum, Board Chairperson

DocuSigned by:


Spencer McNeal, Board Secretary