



NORTHERN SONOMA COUNTY FIRE PROTECTION DISTRICT

20975 Geyserville Avenue • PO Box 217 • Geyserville • California • 95441 • (707) 857-4373 • northernsonomacountyfire.org

MINUTES OF THE BOARD OF DIRECTORS' MEETING

July 21, 2022 AT 6:00 PM

This meeting was held in person with the option of joining via Zoom.

1. OPENING GREETING:

- a. Meeting Called to Order by Director Paul Bernier at 6:05 PM
- b. Pledge of Allegiance
- c. Roll Call: Directors Paul Bernier, Larry Heiges, Rob Stewart, Scott Newman, and Fred Peterson were present. Fire Chief Marshall Turbeville, and Administrative Manager Anneke Turbeville were also present.
- d. Approval of the Agenda: **A motion was made and seconded (Peterson/Heiges) to approve the agenda. All ayes.**

2. PUBLIC DISCUSSION: There was no public discussion.

3. OLD BUSINESS:

- a. Resolution 21/22-0721-01: **A motion was made and seconded (Stewart/Peterson) to adopt Resolution 21/22-0721-01, proclaiming a state of emergency exists due to COVID-19 and authorizing remote teleconference (Zoom) meetings of the District for the next 30 days pursuant to California Assembly Bill 361. All ayes.**
- b. Chalk Hill Fire Station: Rob Stewart has met with Tom Atterbury and the Department of Transportation. Issues still to be worked out for the property include sewer, water, and closure of the spur road.
- c. Knights Valley Firehouse Lease: The Knights Valley Fire board is reviewing the lease with their attorney.
- d. Fires Station Updates and Discussion: Scott Newman announced he has reservations about moving forward with the Alexander Valley fire station remodel project. He will forward an email with his concerns to be discussed at the next meeting. Scott Newman, Rob Stewart and Marshall Turbeville will form an ad hoc committee for this topic.
- e. Consolidation and Annexation: The annexation process is held up at the county level. Larry Heiges wondered if the District is covered in the event of a sexual harassment claim or other misconduct. Anneke Turbeville will send him the policy and insurance contact information.
- f. Special Tax Zone: Larry Heiges announced that 200 goats were grazing in the special tax zone.
- g. Community Outreach: No discussion.

4. NEW BUSINESS:

- a. Conflict of Interest Code Update: There is no amendment required.
- b. Purchase Request: **A motion was made and seconded (Newman/Stewart) to approve the purchase of the laptop for the Fire Prevention Officer. All ayes.**

- c. **Purchase Request: A motion was made and seconded (Peterson/Stewart) to spend up to \$230,000 for the purchase of a Caterpillar D3KS HRC Track Type Tractor. All ayes.**
 - d. SOPA-39 Community Outreach Specialist: The Board supports the policy. It will be up for approval next month.
 - e. Fuels Crew Positions: **A motion was made and seconded (Newman/Peterson) to approve the full-time permanent positions of Forestry Technician 5 (1); Forestry Technician 4 (1); Forestry Technician 3 (4). All ayes.**
 - f. Mechanic: Marshall Turbeville reported that Cloverdale Fire hired a mechanic. The mechanic will work on both Cloverdale and Northern Sonoma County Fire apparatus. The details of the agreement have not been worked out and will be discussed later.
5. **MINUTES: A motion was made and seconded (Stewart/Peterson) to approve the minutes from the June 16, 2022 meeting. All ayes.**
 6. **FINANCIAL REPORT:** Review of current financial reports.
 7. **CONSENT CALENDAR:**
 - a. Warrants: **A motion was made and seconded (Peterson/Newman) to approve the June/July warrants. All ayes.**
 8. **CHIEF'S REPORT:** Fire Chief Marshall Turbeville reviewed the current fuel reduction projects underway by the District. He reported that the new Fire Prevention Officer started July 1. There have been three structure fires this year, which is a lot for the District. The Geyserville Volunteer Firefighters Association raised money for helicopter dip sites and Geysers maps. Walling Road is now a Firewise community. Pepperwood honored the District during their June fundraiser.
 9. **PRESIDENT'S REPORT:** Wine Country to the Rescue seemed well organized with a good turnout.
 10. **GEYSERVILLE VOLUNTEER FIREFIGHTERS' ASSOCIATION REPORT:** The Wine Country to the Rescue event was well attended and went smooth.
 11. **NORTHERN SONOMA COUNTY FIRE JPA COMMITTEE REPORT:** No report.
 12. **CORRESPONDENCE:** The CSDA magazine is available for directors. The SCFDA meeting is next Thursday; the directors will organize a carpool to attend.
 13. **ADJOURN TO CLOSED SESSION:** The meeting was adjourned to closed session at 8:08 PM for the performance evaluation and review of the Fire Chief and the Administrative Manager, pursuant to Government Code Section 54957.
 14. **RECONVENE TO REGULAR MEETING:** The performances of the Fire Chief and Administrative Manager were discussed, both receiving top marks for abilities and execution. Appropriate salary increases will be discussed at the next board meeting in open session.
 15. **GOOD OF THE ORDER:** None

16. ADJOURNMENT OF THE MEETING: A motion was made and seconded (Newman/Stewart) to adjourn the meeting at 8:54 PM. All ayes.

Minutes approved as written- Motion/Second: Rob Stewart / Larry Heiges

Clerk of the Board: Junka Turbeville Date: 8/18/2022

The District does not transcribe its proceedings. Anyone who desires a verbatim record of this meeting should arrange for attendance by a court reporter or for other acceptable means of recordation. The public is allowed to use any form of audio or video recording, absent a reasonable finding by the Board that this action will disrupt proceedings. Such arrangements will be at the sole expense of the individual requesting the recordation. Questions about this agenda – call the Fire District's Office at 707/857-4373.