



NORTHERN SONOMA COUNTY FIRE PROTECTION DISTRICT

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MINUTES OF THE BOARD OF DIRECTORS' MEETING

May 18, 2023 AT 6:00 PM

1. OPENING GREETING:

- a. Meeting Called to Order by Director Fred Peterson at 6:00 PM
- b. Pledge of Allegiance
- c. Roll Call: Directors Rob Stewart, Larry Heiges, Pat Abercrombie, Fred Peterson and Scott Newman were present. Fire Chief Marshall Turbeville and Administrative Manager Anneke Turbeville were also present.
- d. Approval of the Agenda: Heiges suggested moving the December meeting up one week since it falls close to the holiday travel season. The Board will discuss next month. **A motion was made and seconded (Stewart/Heiges) to approve the agenda. All ayes.**

2. PUBLIC DISCUSSION: Wes Brubacher requested that the Board speak into microphones for better clarity.

3. OLD BUSINESS:

- a. Consideration of Approval to Create a District-Wide Service Zone: We are working with the County to obtain address labels to meet notification requirements for the June hearing.
- b. Update on City and Planning Unit Outreach Efforts: Chief Turbeville attended the annual Vineyard Club meeting. He will be doing a presentation to the Geyserville Planning Commission at 7 PM on fire hazard severity zones. Evan Bradish is offering defensible space inspections to residents of the Fitch Mountain area. Heiges noted there have been efforts to prevent insurance from using fire hazard severity maps to drop customers.
- c. Discussion of Fire Sales Tax Measure: The details of the tax measure distribution plan have not been finalized, but we will most likely receive the vegetation management funding.
- d. Strategic Planning Update: Scott Newman reported that the plan's initial goals may have been ambitious, and the priorities list should be tackled in bite-size chunks. Newman said that Walter Keiser feels his contract is too broad and the Board may be taking on too much. The work completed so far will be beneficial to the public meetings of annexed areas. Chief Turbeville suggested taking the plan to the street and presenting it as it is. Possible upcoming outreach meetings include Bishop's Ranch, Mill Creek, Geysers area, Alexander Valley (August picnic), Knights Valley (June 25th), Lower Dry Creek, Fitch Mountain (July 9th annual meeting). Dates and locations will be set at the next meeting.
- e. Fire Station Updates:
 - Scott Newman reported that a team has rescoped and repriced the Alexander Valley Fire Station. The plan, which includes new sides, roof, doors, and windows, will be presented to the stakeholders for a signoff. The Geyserville Volunteer Firefighters' Association will bridge the funding gap.
 - Rob Stewart reported that things are looking positive for a site for the leach field across the road from the Chalk Hill fire station site.
 - Chief Turbeville noted that the Geyserville fire station will need remodel/updating if we will be increasing staffing.
- f. Consideration of Approval to Hire Bookkeeper: This will be discussed later.

- g. Discussion and Approval of Draft Policies: Policy 211 has not been reviewed by Ben Fay yet. Policy 1041 is in the review process with Joe Stewart. **A motion was made and seconded (Stewart/Heiges) to approve Policy 801: Release of Records. All ayes.**
4. **NEW BUSINESS:**
- a. Introduction and approval of Financial Statements and Independent Auditor's Report 2021/2022: **A motion was made and seconded (Stewart/Heiges) to approve the Financial Statements and Independent Auditor's Report 2021/2022. All ayes.**
 - b. Introduction and discussion of New Policies: Policy 100: Fire Service Authority; Policy 101: Oath of Office; Policy 102: Policy Manual; and Policy 203: California Fair Political Practices Commission Filings, were introduced. Discussion and approval will follow at a later board meeting.
5. **MINUTES: A motion was made and seconded (Newman/Stewart) to approve the minutes from the April 20, 2023 Regular Meeting. All ayes. A motion was made and seconded (Heiges/Stewart) to approve the minutes from the May 10, 2023 Special Meeting. All ayes.**
6. **FINANCIAL REPORT:** Director Stewart presented the current financial reports.
7. **CONSENT CALENDAR: A motion was made and seconded (Stewart/Heiges) to approve the April/May warrants. All ayes.**
8. **CHIEF'S REPORT:** one of the fuels crew vehicle has an oil burning issue. The current medical truck needs a \$18,000 repair and will possibly transition to the fuels crew. A consultant will be used for tax administration services for this year's tax collection.
9. **PRESIDENT'S REPORT:** President Peterson appreciates the effort of everyone.
10. **GEYSERVILLE VOLUNTEER FIREFIGHTERS' ASSOCIATION (GVFA) REPORT:** Wine Country to the Rescue is July 15th.
11. **NORTHERN SONOMA COUNTY FIRE JPA COMMITTEE REPORT:** Committee did not meet this month.
12. **CORRESPONDENCE:** None.
13. **FUTURE/POTENTIAL AGENDA ITEMS:** The Board will discuss moving the December meeting date. The next agenda will include an item to continue discussion of the state fire hazard severity map, and ways to support the community to protect against loss of insurance.
14. **GOOD OF THE ORDER:** June 25th at 10 AM will be the Knights Valley special board meeting. It will include a tribute to Chief Augie, an update from the chief and a chance for strategic plan community input.
15. **ADJOURN TO CLOSED SESSION:** The Board adjourned to a closed session at 8:20 PM for employee (Fire Chief) performance evaluation & review, pursuant to Government Code Section 54957.
16. **RECONVENE TO REGULAR MEETING:** The Board announced that they will review the Chief's current arrangement and develop an actual contract for services for his position and that of the head administrator. The contract and possible pay increases will be discussed at the next Board meeting.

17. **ADJOURNMENT OF THE MEETING:** A motion was made and seconded (Stewart/Heiges) to adjourn the meeting at 9:11 PM. All ayes.

Minutes approved as written- Motion/Second: Rob Stewart/Pat Abercrombie

Clerk of the Board: Annika Suberle Date: 6/15/2023

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.