



**REDWOOD VALLEY-CALPELLA FIRE DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES
SPECIAL MEETING
October 28, 2021**

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1 CALL TO ORDER

The meeting was called to order by Chair Talso at 6:09 p.m.

2 ROLL CALL

DIRECTORS PRESENT

Boyd, Rugg, Strangio, Talso, Tuso

DIRECTORS ABSENT

None

STAFF PRESENT

Chief Robinson and Jessica Keizer, Clerk

#3 PUBLIC EXPRESSION

None

#4 OLD BUSINESS

a. Discussion of 2017 PG&E Settlement Grant Agreement from Mendocino County contract for BME Type 3 Wildland Engine funding. Director Boyd highlighted the importance of making sure the new engine will be insured immediately upon arrival. Director Rugg had concerns on verbiage regarding the vendor source and limitations for area use in the contract. Director Strangio suggested adding that the funding will also include equipping the engine. With consideration to possible adjustments to verbiage. Director Talso and Chief Robinson will discuss adjustments with the County. Motion was made by Director Boyd to sign the County's agreement. Seconded by Director Rugg. Vote on roll call: Ayes: Tuso, Rugg, Talso, Strangio, Boyd. Nays: None. Abstain: None.

Motion Carried

Approval for the BME Type 3 Wildland Engine purchase contracted with Boise Idaho. Motion was made by Director Strangio to approve purchase, seconded by Director Rugg. Vote on roll call: Ayes: Tuso, Rugg, Talso, Strangio, Boyd. Nays: None. Abstain: None. Motion Carried

b. Allocation of MCAFD Funding/Purchase request for the \$45,450.00 in funds available. Discussion on the process for receiving the MCAFD funds. Review of the requested items provided by the Department. Motion to approve requested items by Director Rugg and seconded by Director Boyd. Vote on roll call: Ayes: Tuso, Rugg, Talso, Strangio, Boyd. Nays: None. Abstain: None. Motion Carried.



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#5 NEW BUSINESS

a. Payroll fund reallocation monies for accumulated vacation payout to exiting Chief (\$61,805.50). Discussion of Budget Vs Actual report showing 38.97% of budgeted payroll remaining. Chief Robinson will reassess budget funds and bring a recommendation to the board on reallocation of funds to cover the expenditure. To be put on the next agenda for discussion.

b. Discussion on payroll fund reallocation to budget monies for office staff. The board would like Chief Robinson to reassess budget funds and bring a recommendation to the board on reallocation of funds to cover the expenditure. To be put on the next agenda for discussion.

c. Discussion of Contract with Lisa Galletti for Web/Technology improvements. The proposal totals \$1,500.00 to perform website updates, Facebook updates, and set up a Google Workspace for the Department. It was agreed that updating the online presence of the Department is a good idea and it needs to be maintained in an ongoing effort to communicate with the public. Jessica Keizer has offered to help maintain it once the update has been done. More information on the monthly cost of setting up a Google workspace has been requested by the Board and will be provided at the next meeting.

Motion made by Director Rugg to approve the contract. Seconded by Director Boyd. Vote on Roll Call: Ayes: Tuso, Rugg, Talso, Strangio, Boyd. Nays: None; Abstain: None. Motion carried.

d. Proposal for increase of the burn permit fee. Discussion on our current fee for burn permit (\$5.00) and an increase to \$10.00 or \$15.00 to help the Department recover the costs associated with issuing a burn permit. We currently issue about 700 permits per fiscal year. The current fee does not cover the cost associated with that. Director Strangio proposed increasing the fee to \$15.00. The fee increase would go into effect 11/01/2021. Director Rugg will verify that that is in compliance with the Health and Safety Code governing fees. Motion made by Director Strangio to increase the fee to \$15.00. Seconded by Director Rugg. Vote: Unanimous Motion carried.

e. Potential Command vehicle acquisition.- Chief Robinson requests to strike from the agenda. Discussion about vehicle acquisitions in the current market and following the policies and procedures set forth by the Department. Tabled until a further date.

#6 ADJOURNMENT

Next Board Meeting will be November 11, 2021 at 6:00PM

There being no further business to come before the Board the meeting was adjourned at 7:10pm.

Linda Talso, Chair

Jessica Keizer Clerk