

JACKSON VALLEY FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS MEETING

***MEETING MINUTES ***

Date: November 12th, 2025

Location: Jackson Valley Fire Protection District Firehouse

Address: 2701 Quiver Drive, Lone, CA 95640

Time: 7pm

I Call the Meeting to Order

- a. The Meeting was called to order at 7:00 pm by Chairman Jake Herfel.

Board members present: Jared Fedena and Patrick Thompson, Robert Milligan
Director Katie Scott was absent.

Staff present: Chief Randy Makemson and District Office Manager Jo English.

Others in Attendance: None

II The Pledge of Allegiance

- a. The Pledge of Allegiance was recited.

III Approval of Agenda

- a. Director Fedena motioned to approve the agenda. Director Thompson seconded the motion.
All in favor – 4 ayes.

IV Public Matters not on the Agenda

- a. None

V Approval of Minutes

- a. **October 8th, 2025, Minutes** – Director Thompson motioned to approve the meeting minutes, Director Fedena seconded.
All in Favor, 4 ayes.
- b. **October 22nd, 2025, Emergency Meeting Minutes** – Director Milligan motioned to approve the emergency meeting minutes. Director Thompson seconded the motion.
All in favor – 4 ayes

Open Business

VI Chief's Report: Suggested Action, Discussion and Action

- a. Incident report from previous month
 - i. Chief Makemson reported 68 calls for the month of October 2025. He states that call volume for this year has been lower and this will result in about a \$40,000 loss in Measure M funding next year.
- b. Volunteers and Coverage
 - i. Station 171 was staffed 2-0 for 30/31days.
 - ii. Chief Makemson reports that the new volunteers are doing well. Kristy Beckstead is being sponsored by the district for her firefighter academy. He also mentioned that Anthony Gonsalves will be doing live fire training in Modesto next week.
- c. Training Events
 - i. There will be active shooter training at Argonaut.
- d. Apparatus Updates
 - i. Chief Makemson said all Apparatus are in service.
- e. Grants
 - i. DOM Jo states that she is still working on procurement for the AFG grant and that she has heard nothing back from Sinise Grants for the Lucus Device. She asked Chief Makemson if he would like

JACKSON VALLEY FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS MEETING

her to complete the AFG grant this year and he stated that we would wait and see if the district gets funded for the Lucas Device through Sinise first.

- f. Chief's Meeting
 - i. Chief Makemson said that at the last Chief's meeting they met with Firewise and discussed priority projects for next year. He said that there is about 6 acres on Lakeview that he would like to have mitigated for next fire season. He also mentioned "Green Waste" bins for the district. This item has been brought forth in the past but never came to fruition. Bins would be put on the district grounds for residents to dispose of green waste. The monitoring and methods of disposal need to be worked out, but the green waste bins would benefit the district if used appropriately and would limit escaped debris burns.

VII Financial Report: Suggested Action, Discussion and Action

- a. Payroll and Bills
 - i. DOM Jo reviewed the monthly bills. The biggest bill was payroll, \$45,950. She mentioned there were additional wages paid out for the Bridge Fire strike team due to underpayment. She states the district received \$10,404 from CSFA safer grant, and \$2910 from EBMUD. She states there is still \$69,324 outstanding from Gifford and Dillon Strike teams, as well as the AFG grant.
 - 1. Director Thompson made a motion to pay the October bills. Director Fedena seconded. All in favor, 4 ayes.
- b. Budget Expenditures FYTD 24/25
 - i. DOM Jo went over the FY expenditures spreadsheet. She states that the district budget is trending as expected.
- c. Budget Committee Update
 - i. No Update
- d. Audit 2024/2025
 - i. DOM Jo states that the audit is quiet for now, but she expects that the final report will be available before the end of the year.

VIII Station Events and Planning: Suggested Action, Discussion and Action

- a. JVFD Auxiliary – No Update

IX Structure/Property Report: Suggested Action, Discussion and Action

- a. Firehouse Updates
 - i. Chief Makemson stated that the district has changed propane companies to Hunt Propane.

X Hydrants and Accesses: Suggested Action, Discussion and Action

- a. The Hydrants on Coyote Dr, and Village. Chief Makemson said he heard from Amador Water Agency and they state both hydrants are back in service. He will confirm.

XI Personnel: Suggested Action; Discussion and Action

- a. Personnel Policy Updates
 - i. There are no updates yet, but Chief Makemson would like clearer verbiage regarding the use of PTO. DOM Jo will work with Chief Makemson and the Policy Committee to create that update.
- b. Staff Evaluations –Chief Makemson said that Dave Barstow is due for his 90-day review.
- c. Personnel Hiring Updates - None

XII Department Matters: Suggested Action; Discussion and Action

- a. Building Impact Fees

JACKSON VALLEY FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS MEETING

- i. DOM Jo said that she has not received any more permits since the last meeting. Chief Makemson said he is seeing several new buildings in the back village. DOM Jo will check the building department the next time she goes to the county building.
- b. Parcel Tax Increase/Special Ballot Measure
 - i. Town Hall Meeting
 - 1. Chief Makemson said that an increase will have to go on the ballot. He said he couldn't remember all the ins and outs of the last increase, including how it was funded. He states he believes the district is not allowed to use current funds to do so. DOM Jo will check with the auditors for any insight and report back.
- c. Map Submittals/Approvals
 - i. Chief Makemson says he had spoken with the person he believed was in charge at the Cogen plant – but later received a call from another contact. He is supposed to have a meeting with them next week.
- d. Joint Powers Meeting Update
 - i. No Update – No Meeting/Update
- e. Interagency Communications
 - i. None

XIII New Business – Discussion Only

- a. Chief Makemson let the board know that the Holiday party would be December 9th at 6pm, and Santa Patrol was scheduled for Dec 17th-19th

Director Fedena motioned to adjourn the meeting at 7:42 pm. Director Thompson seconded. All in favor, 4 ayes.

Adjournment to the Next Regular Meeting on: December 10th, 2025

Adjournment to a Special Meeting on _____