



# Alpine Fire Safe Council

*Providing community leadership, resources and a forum to improve wildfire preparedness and prevention in eastern Alpine County.*

## Meeting Minutes January 21, 2019 5:30 pm, Markleeville Fire Station

### Present:

Kris Hartnett – FSC Chair / Coordinator, Markleeville Resident	Teri McAlpin – Administrator (minutes)
Karrie Baker – FSC Board Member, Woodfords Resident	Terry Hughes – Eastern Alpine Fire (guest)
Steve Yonker – FSC Board Member, Woodfords Resident	January Riddle – Resident (guest)
Tom Sweeney – FSC Board Member, Woodfords Resident	Mo Loden – AWG (guest)
	John Baker – Resident/Asst. Fire Chief (guest)
	Tim Sheer – Resident (guest)

### Absent:

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- I. **Call to order** – K. Hartnett  
Kris Hartnett, Chair, called the meeting of the Alpine Fire Safe Council (AFSC) to order at 5:30 pm at the Markleeville Fire Station, Markleeville, CA 96120
  - II. **Introductions**  
All present were introduced as listed above.
  - III. **Volunteer Time Sheets**  
Time sheets were distributed, completed, and returned by all present board members.
  - IV. **Eastern Alpine Fire & Rescue Report** – T. Hughes
    - A. Status of Volunteer Fire Department
      - a. Mr. Hughes provided a brief overview of Fire Department activities and personnel
      - b. This department is a very active department
      - c. 21 firefighters on the roster at this time; 12 are classified as active
        - i. 18 are SAR (Search and Rescue) members
          1. 3 work for South Tahoe Fire (1 is a paramedic)
      - d. The last 3 members to join the department are local residents
      - e. The department meets every Wednesday night
        - i. 1<sup>st</sup> Weds – fire meeting
        - ii. 2<sup>nd</sup> Weds – EMS meeting
        - iii. 3<sup>rd</sup> Weds – vehicle maintenance meeting
        - iv. 4<sup>th</sup> Weds – SAR Meeting
      - f. Looking for more members; preferably local
        - i. Training is provided in-house for volunteers
      - g. There are 2 pending cases regarding the adjacent lot ordinance as of today
    - B. Mr. Hughes is planning his retirement, but has not yet talked with PERS to plan an actual date
    - C. Kirkwood Fire has requested to consolidate with Easter Alpine Fire
      - a. It may present an issue for Easter Alpine Fire to cover Kirkwood during times of road closures
    - D. An overview of a recent call was discussed

**V. Board of Supervisors Report – D. Jardine**

- A. Mr. Jardine was not in attendance at this meeting.  
a. K. Hartnett will supply a copy of the 2019 Meeting Calendar to Mr. Jardine for future dates.

**VI. Oral Communication**

Each member of the public shall be allotted three minutes to address the AFSC on no more than one topic. The topic cannot be a listed agenda item. *Members agree that public comment may include more than one topic area, at the discretion of the Chair.*

- A. Public comment was solicited by the Chair.  
a. Egress routes were brought up by a community member; discussion occurred regarding the current status of entrances and exits from the communities.  
i. The Sheriff handles evacuations  
ii. Recent fires were discussed (e.g. Paradise) and compared to possibilities in Alpine County  
iii. This topic will be included in the upcoming newsletter

**VII. Approve 11/26/18 regular meeting minutes**

Discussion: K. Hartnett provided updates on all action items in the minutes. No discussion at this time.

*Motion to approve 11/26/18 meeting minutes: S. Yonker*

*Second: K. Baker*

*Ayes: S. Yonker, T. Sweeney, K. Harnett, K. Baker*

***Motion carried***

**VIII. Financial Report**

Financial report reviewed. No discussion at this time.

*Motion to approve January 2019 Financial Report: S. Yonker*

*Second: T. Sweeney*

*Ayes: S. Yonker, T. Sweeney, K. Hartnett, K. Baker*

***Motion carried***

**IX. Review & approval of staff vouchers & invoice statements**

Discussion: No discussion at this time.

*Motion to approve T. McAlpin voucher/invoice: S. Yonker*

*Second: T. Sweeney*

*Ayes: S. Yonker, T. Sweeney, K. Hartnett, K. Baker*

***Motion carried***

Discussion: A math error was noted in the total of hours; this will be revised by K. Hartnett

*Motion to approve K. Hartnett voucher/invoice: T. Sweeney*

*Second: K. Baker*

*Abstained: K. Hartnett*

\* Administration of the meeting was turned over to S. Yonker, while the item of K. Hartnett's Coordinator voucher was on the table.

*Ayes: S. Yonker, T. Sweeney, K. Baker*

\* K. Hartnett abstained from vote for this topic item

***Motion carried***

**X. Unfinished Business**

A. No Action Required: Status of Community Meeting (March 2019)

- a. This meeting (regarding grant projects) is required by the CALfire grant  
b. The first meeting is tentatively scheduled for 3/9/19 at the Woodfords Fire Station  
i. This will be focused on the Woodfords and Mesa communities  
ii. This will also include the Adjacent Lot Ordinance  
c. The 2<sup>nd</sup> meeting is tentatively scheduled for 5/25/19  
i. This meeting will be focused on the Shay Creek community  
ii. This will also include the Adjacent Lot Ordinance

B. Approval Requested: Presentation of 2017-2018 Invoice Against Grant October-December

- a. Progress Reports and Invoices will be brought to the Council ongoing  
b. A form will be developed by T. McAlpin to complete the invoice

**ACTION STEP:** K. Hartnett will obtain a possible form from Chris Anthony to invoice

**ACTION STEP:** T. McAlpin will develop an invoice form and will complete the first bill/invoice to be submitted to CALfire.

## XI. New Business

### A. Discussion with possible action: Approval of Newsletter

- a. The draft is available, but is too long or wordy;
  - i. Discussion occurred regarding:
    1. Editing the letter
    2. Posting it on the website and/or Next Door
    3. Possibly complete in 2 mailings
- b. A Defensible Space flyer will be developed in the near future, separate from the newsletter

**ACTION STEP:** T. Sweeney will edit the newsletter draft to condense it into 1 page (front/back)

**ACTION STEP:** Once edited/completed, T. McAlpin will send out the newsletter via bulk mail

### B. Discussion with possible action: Approval of New Agenda Item “Invitation to Agencies for Proposals to Implement CWPP Action Items”

- a. This allows community members and partners to take ownership of the Plan, and to continue to be informed about what is happening with the plan, and projects
- b. This will also allow community partners to keep the AFSC informed regarding the status of projects

**ACTION STEP:** T. McAlpin will ensure this is included in future agendas

### C. Accept David Griffith’s Letter of Resignation

- a. Letter was provided; no action required
- b. Discussion of a plaque for Mr. Griffith was discussed

**ACTION STEP:** K. Hartnett will obtain a plaque for Mr. Griffith

### D. Discussion with possible action: Approval of Washoe Tribe Contract for Tribal Allotment Land Fuels Reduction Work

- a. Approved with edits (T. Sweeney and K. Baker edited the contract)
- b. Washoe Crew will display signs during all work to announce the project is an AFSC project

**ACTION STEP:** K. Hartnett will sign and submit the contract

### E. Discussion with possible action: Approval of Clint Celio Invoice for CWPP

- a. At this time, the version on the AFSC website is the draft; a finalized version is needed for the website

*Motion to approve C. Celio voucher/invoice: S. Yonker*

*Second: T. Sweeney*

*Ayes: S. Yonker, T. Sweeney, K. Hartnett, K. Baker*

*Motion carried*

**ACTION STEP:** T. McAlpin will complete and submit the Title III claim to pay C. Celio

**ACTION STEP:** K. Hartnett will provide a paper copy of the CWPP to January Riddle and to the library

**ACTION STEP:** K. Hartnett will contact C. Celio to obtain the link to the finalized approved CWPP to forward to K. Baker for the AFSC website

### F. Discussion with possible action: AFSC Collaboration with Alpine County for Fuels Reduction along Hot Springs Road

- a. The County is in agreement that this project is needed, but the barrier at this time is money.

**ACTION STEP:** K. Hartnett will work with the County CAO (Nichole Williamson) regarding this project

### G. Discussion with possible action: Fuels Reduction and Other Evacuation / Secondary Exits in Eastern Alpine County

**ACTION STEP:** K. Hartnett will continue working on this task

### H. Discussion with possible action: Seniors Defensible Space Clean Up Program

- a. Calaveras County has a packet/form they use for seniors and people with disabilities to receive support for maintaining defensible space
- b. When accessed, this program will be paid for via Title III funds
- c. The Washoe crew is scheduled to work TRPA after June 2019, so they will be unavailable at that time

**ACTION STEP:** K. Hartnett will make additional edits and will include the application information with the upcoming newsletter

## **XII. Member Report**

- A. T. Sweeney
  - a. 2/2/19 at 6:00pm the annual soup kitchen with a donation box will occur. This has been very successful over the years.
  - b. Donations this year will be forwarded to Paradise, CA.

## **XIII. Staff Report – T. McAlpin**

- A. Title III
  - a. T. McAlpin reviewed the Title III report and current balances
- B. Grant(s) Invoicing Status/Balances
  - a. No changes at this time to the balances for either grant; no invoicing completed as of yet
  - b. An invoice will be submitted prior to the next meeting for the CALfire grant
- C. AFSC General Fund
  - a. T. McAlpin reviewed the General Fund – this was reviewed in the Financial Report section.
- D. Title III Claim
  - a. A claim was recently completed and submitted for time through December 2018
  - b. An additional claim will be completed for reimbursement of Liability Insurance premium.
- E. BOE Letter
  - a. A letter was received from the Department of Taxation stating the AFSC has an outstanding balance of taxes due for the Beer Sales.
  - b. Quarterly tax returns are now required to be submitted online; these will be completed each quarter by T. McAlpin
  - c. The 2018 tax rates increased in 2018, and a penalty for late filing was required
  - d. The sales permit we received for Beer Sales is now an ongoing permit; it does not require renewal each year
- F. Discussion and possible action on Status of Archived Records and Cloud options
  - a. No activity has been performed on this topic since the November meeting; it will be continued to the next agenda

## **XIV. Coordinator Report**

- A. Reflective Sign Program
  - a. There are many new residents in Eastern Alpine County; many do not have a reflective sign at their house
    - i. The signs are requested via Karrie Baker (signs constructed by John Baker)
    - ii. The form is available on the website
    - iii. There is a cost (\$20.00) for the reflective signs
- B. Status of AFSC 2019 Chipping Program
  - a. This will be added to the Washoe agreement
  - b. When it's ready, a flyer will be distributed to inform residents about how to access the program
- C. Coordinator's attendance at ABC Meeting 1/8/19
  - a. The meeting did not occur due to Government furlough and has not been rescheduled
- D. Status of Small Business Grant
  - a. No activity at this time
  - b. When a chipping program is established with the Washoe crew, this grant will have activity
- E. Presentation of CWPP/Adjacent Lot Ordinance/Fuels Reduction Projects to AWG
  - a. Meeting scheduled for March
    - ACTION STEP:** information will be distributed through the AWG newsletter to help promote questions
    - ACTION STEP:** K. Hartnett will present on these topics at the AWG meeting
- F. CALfire Grant 2018-19 Application
  - a. No feedback was provided regarding the application
  - b. The application has been submitted
- G. CALfire Grant 2017-2018 Grant Progress and Projects
  - a. Progress reports have been received
  - b. Received approval today to include a major tree-reduction project under this grant to assist the fire department, and to assist residents in getting to the emergency center (DVS) during an emergency
  - c. Agreement has been reached with the Washoe Tribe to complete the fuels reduction
- H. CWPP Approval
  - a. BOS approved the CWPP on 2/18/18
- I. Meetings with Undersheriff Evacuation Plans
  - a. Meeting scheduled for this coming week to determine if maps can be distributed again (with an addendum sticker) to allow people to have access to the maps
- J. Update Washoe Tribe Agreement for Chipping
  - a. This is in the development process with the Washoe Tribe

- K. Pursue other 2<sup>nd</sup> Access/Evacuation Routes in Eastern Alpine County
  - a. This item was discussed in Oral Communication above
- L. 2019 Death Ride
  - a. Dinner will not be provided either night this year; riders are not interested in dinner
    - i. Riders will receive a shirt in place of the dinners
  - b. It is unclear whether a food trailer will be available (via SAR)
  - c. The number of riders has decreased by 300 for this year, due to competition
  - d. The question was posed by Teresa Burkhauser at the Chamber of Commerce to K. Hartnett regarding the possibility of the AFSC selling burgers or pizza at the event
- M. Coordinator to attend February 2019 Woodfords/Washoe Community Meeting regarding CWPP and other items
  - a. K. Hartnett will attend this meeting
- N. CALfire inspections
  - a. Specific areas are completed each year (target is 150 inspections each year)
  - b. There is currently discussion about completing Crystal Springs, Alpine Village, and the area between Woodfords and Markleeville this year
- O. Need New Members
  - a. This will be included in the upcoming newsletter; please spread the word for recruitment

**XV. Adjournment - Meeting adjourned 7:15pm**

Next regular meeting at Markleeville Fire Station at 5:30 pm – March 18, 2019