



Alpine Fire Safe Council

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

Meeting Minutes
Monday, November 20, 2023 at 5:30 pm
In-Person Meeting
Turtle Rock Park, Markleeville, CA. 96120

Members Present:

Kris Hartnett – *FSC Chair / Coordinator, Markleeville Resident*
Steve Yonker – *FSC Vice Chair, Woodfords Resident*
Tom Sweeney – *FSC Treasurer, Woodfords Resident*
Teresa Wilson – *FSC Member, Markleeville Resident*
Angela Franklin – *FSC Member, Markleeville Resident*
Bob Wattles – *FSC Member, Markleeville Resident*
Mark Bissonnette – *FSC Member, Markleeville Resident*

Guests Present:

Teri McAlpin – *Administrator (minutes)*
Charlie Dobson – *BOS Liaison, Markleeville Resident*
Clint Celio – *Wildfire Projects Coord., Markleeville Resident*
Annabelle Monti – *Humboldt National Forest*
Wes Mosley – *Alpine Watershed Group*
Paul Washam – *Fire Chief, Eastern Alpine Fire and Rescue*

Members Absent:

Matt Tremayne – *FSC Member, Woodfords Resident*

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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
 - II. Introductions**
All present were introduced as listed above.
 - III. Volunteer Time Sheets**
Timesheets updated with attendance at tonight’s meeting for all members present.
 - IV. Eastern Alpine Fire & Rescue Report** – *Chief Paul Washam*
 - A. Chief Washam introduced himself and provided information about his background.
 - V. Board of Supervisors Report** – *Charles Dobson, District 1, BOS Liaison*
 - A. Tomorrow’s BOS meeting will receive an update on the Hot Springs pools
 - B. CalTrans has a new plan out; you can view it on their website and provide feedback
 - C. BOS is in process of writing a letter to CalTrans regarding the lack of communication
 - D. A presentation was made to the BOS recently to install a ski lift from the town of Bear Valley to the Bear Valley Ski Resort
 - 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. None at this time.
 - VII. Agency Presentations**
 - a. Annabelle Monti (*Humboldt National Forest*)
 - i. Fuel wood sales are in full swing right now. Two decks are now available. A press release contains all of the details.

- ii. Christmas trees are now for sale; Markleeville General Store and Desolation are selling permits. Permits are also available online.
- iii. Work continues on the Tamarack project for restoration, clean up work, and mastication.
- iv. The Hope Valley project continues to be worked on.
- v. The manzanita project on the mesa was completed this year.
- vi. Piles will be burned weather permitting; announcements will be made when this happens
- vii. Annabelle is the project lead for all projects; please contact her with questions

VIII. County Grants Coordinator/Wildfire Projects Coordinator Report/Update – Clint Celio

- a. The burn pile is complete and material has been disposed of. Some additional burning will occur over the next few weeks.
 - i. Wood from the burn pile will be available as long as possible, weather permitting
- b. Details of the use of the burn pile are available through CDA
- c. Applied for a community wildfire defense grant that will hopefully fund a fuels crew for the next five years
- d. There is much activity happening around the county, including seedling planting

IX. Approve 9/18/23 Regular Meeting Minutes

Motion to Approve 9/18/23 Regular Meeting Minutes: Tom Sweeney

Second: Angela Franklin

Ayes: Steve Yonker, Tom Sweeney, Bob Wattles, Kris Hartnett, Teresa Wilson, Angela Franklin

Motion Carried

X. Financial Report

Financial reports were provided to members and reviewed

- A. Primary Bank Account – Monthly Ledger/Financial Reports
 - a. Kris Hartnett requested to reserve \$1,000 for grant writing for a new grant writer (in place of Jill Micheau). The new person charges \$50 per hour.
- B. CalFire Bank Account (Grant #5GA21107) – Monthly Ledger/Financial Reports
- C. CALfire Grant (#5GA21107) Expenditure Summary
- D. Title III Expense Report

Motion to approve all financial reports: Angela Franklin

Second: Teresa Wilson

Ayes: Steve Yonker, Tom Sweeney, Bob Wattles, Kris Hartnett, Teresa Wilson, Angela Franklin

Motion carried

XI. Review & approval of staff vouchers & invoice statements

- A. Discussion for T. McAlpin voucher: No discussion at this time.

Motion to approve T. McAlpin voucher: Teresa Wilson

Second: Angela Franklin

Ayes: Steve Yonker, Tom Sweeney, Bob Wattles, Kris Hartnett, Teresa Wilson, Angela Franklin

Motion carried

- B. Discussion for K. Hartnett voucher: Discussion regarding expenditure total claimed for ink toner.

Motion to approve K. Hartnett voucher with noted revision: Angela Franklin

Second: Tom Sweeney

Ayes: Steve Yonker, Tom Sweeney, Bob Wattles, Teresa Wilson, Angela Franklin

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

Motion carried

XII. Standing Agenda Item(s)

- A. Information and Discussion with Possible Action: Status of CalFire Grant Projects

- a. Updates were provided on the following:

- i. Project Area #1 – Hot Springs Road – 100% complete and contractor is paid. However, this project is just a preliminary amount of the work that needs to be completed on Hot Springs Road; more work is needed.
- ii. Project Area #2 – Shay Creek – currently in the CEQA study phase

- iii. Project Area #3 – Hawkside Court – CEQA completed; waiting for the sign off from CalFire to get the work started
 - iv. Project Area #4 – Rancho Mesa Vista – located entirely on tribal land
 - v. Project Area #5 – Mesa Vista Tribal Land – Done
 - vi. Project Area #6 – Alpine Village – Done
- B. Information and Discussion with Possible Action: Status of all other projects. Kris presented on the following projects:
- a. Pony Express Road – Done
 - b. Upper Manzanita Road – pictures were sent to the members for review
 - c. County property on Hwy 89 in Woodfords – pictures were sent to the members for review
 - i. This project includes tree felling
 - d. Kris Hartnett provided an overview of how projects are identified and chosen
- C. Discuss with Possible Action: FireWise Community Activity
- a. Updates were provided on the following:
 - i. Steve Yonker provided an update on Mesa Vista
 - ii. Angela Franklin provided an update on Marklee Village / Carson Ridge

XIII. Unfinished Business

- A. Presentation: New CalFire Grant 5GG22100 Budget and Projects
- B. Discussion with Possible Action: Implementation of Venmo option for electronic financial transactions
- i. Angela Franklin and Teresa Wilson presented their finding on research of Venmo and Square
 - ii. Recommendation was made to move forward with Square
Motion to approve the use of Square for electronic transactions: Teresa Wilson
Second: Tom Sweeney
Ayes: Steve Yonker, Tom Sweeney, Bob Wattles, Teresa Wilson, Angela Franklin
Noes: Kris Hartnett
Motion carried
- C. Presentation with Discussion: Cal FSC Grant Report – *Teresa Wilson*
- i. This was discussed at the last meeting. No update at this time.
 - ii. Kris Hartnett provided an overview of the current grants and projects in preparation of the members agreeing to take on another grant (see New Business, B below)
- D. Further Discussion: Does the AFSC want to accept an LTO (License Timber Operator) in lieu of a Contractor’s license?

B. New Business

- A. Discussion with Action Required: Vote on new member, Mark Bissonette
Motion to approve Mark Bissonette as a new AFSC member: Kris Hartnett
Second: Steve Yonker
Ayes: Steve Yonker, Tom Sweeney, Bob Wattles, Teresa Wilson, Angela Franklin, Kris Hartnett
Motion carried
- B. Discussion with Action Required: AFSC Application for CalFire 2023/24 Fire Prevention Grant
- a. Members agreed to move forward with applying for all possible grants that come along.
- C. Discussion with Action Required: Choose project areas for new CalFire Grant Application
- D. Discussion with Action Required: Selection of a 3-member Contractor Bid Committee for Grant #5GG22100
- a. The committee will consist of Steve Yonker, Mark Bissonette and Kris Hartnett. Angela Franklin will serve as the alternate to the committee.
 - b. Clint Celio requested that RFPs be reviewed by himself, Annabelle Monti and Brian Newman prior to being released, to ensure continuity of goals and projects. Clint also stated this would be a “2-way street” where RFPs developed by the County will be available to the AFSC for review as well.
 - c. Per Kris Hartnett, the AFSC is not a county entity, so the County Code process for RFPs does not apply to the AFSC. The RFP policy will be drafted and presented at the next AFSC meeting.

- d. Clint Celio suggested confirming with CalFire when the competitive bid process is required and when it is not required.
- E. Discussion with Possible Action: Presentation of quote for Shay Creek hazard tree removal
 - a. Armstrong Tree Services, for Grant #5GA21107
 - i. This contractor's name has changed to Escape Landscape Tree Service.
 - ii. Members approved this quote.

C. Member Reports

- A. None at this time.

D. Staff Report – T. McAlpin (absent)

- A. Request getting a bank card for the primary account to allow for electronic financial transactions.
 - a. Discussion occurred regarding how a bank card is used/authorized for a 2-signature account.
 - b. T. McAlpin will follow up with US Bank regarding the procedure and will report to Kris Hartnett and Tom Sweeney.
Motion to approve getting a bank card for electronic transactions: Teresa Wilson
Second: Angela Franklin
Ayes: Steve Yonker, Tom Sweeney, Bob Wattles, Teresa Wilson, Angela Franklin, Mark Bissonnette, Kris Hartnett
Motion carried
- B. Website Update
 - a. The subscription we currently have limits the number of pages the full website can contain. There may need to be an upgrade in the future as the max is near.
 - b. This topic will remain on the agenda for the January meeting.
- C. Cloud storage update
 - a. Drop Box is an option, but it will cost. 501c3 status may decrease the cost of Drop Box.
 - i. Drop Box will need to be connected to an account, preferably an account specific to the AFSC
 - ii. There is a “family” option within Drop Box where additional people can be given access
 - iii. T. McAlpin will bring all of the Drop Box information back to the January meeting for review and a vote

E. Coordinator Report

- A. CalFire 2024 Defensible Space Inspections
- B. January 2024 Annual Status Update – 3rd Monday in January
- C. Advance payment from CalFire (Invoice #2) 5GA21107
- D. September 2023 Grant Progress Report to CalFire for 5GA21107
- E. Property Owner meeting was held on November 11 for Upper Manzanita Road

F. Adjournment – Meeting adjourned 7:10pm

Next regular meeting at 5:30 pm – January 15, 2024 at Turtle Rock Park with a zoom option

Electronically Signed: Teri McAlpin
Administrator, AFSC
November 20, 2023