



Alpine Fire Safe Council

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

Meeting Minutes

March 19, 2018

5:30 pm, Markleeville Fire Station

Present:

Kris Hartnett – FSC Chair / Coordinator, Markleeville Resident Karrie Baker – FSC Board Member, Woodfords Resident
Tom Sweeney – FSC Board Member, Woodfords Resident Don Jardine – Alpine County Board of Supervisors/Board Liaison
Steve Yonker – FSC Board Member, Woodfords Resident Teri McAlpin – Administrator
David Griffith – FSC Board Member, Woodfords Resident

Absent:

Katie Wheeler – FSC Board Member, Markleeville Resident

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. Mr. Hughes was not in attendance at this meeting.

V. Board of Supervisors Report – D. Jardine

A. D. Jardine made announcements about various events around the county, including the burn pile, the Shay Creek homeowner's meeting, and the Fredericksburg Cemetery clean up among other events.

B. The official letter appointing D. Jardine as the liaison for the Board of Supervisors has been received.

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. D. Jardine commended Terry Hughes and responding emergency personnel on their response to the recent tragedies in Kirkwood.

VII. Approve 1/15/18 regular meeting minutes

Discussion: there is a grammatical error noted under Coordinator Report, #C – there is an extra zero in the year.

Motion to approve 1/15/18 meeting minutes: S. Yonker, with the correction noted above.

Second: T. Sweeney

All AYES – Motion carried

VIII. Financial Report

Motion to approve March 2018 Financial Report: D. Griffith

Second: T. Sweeney

All AYES – Motion carried

IX. Review & approval of staff vouchers & invoice statements

Motion to approve T. McAlpin voucher/invoice: D. Griffith

Second: S. Yonker

All AYES – Motion carried

Motion to approve K. Hartnett voucher/invoice: D. Griffith

Second: K. Baker

K. Hartnett - Abstained from the vote

All AYES – Motion carried

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

X. Old Business

A. Status of Chamber of Commerce approval to waive Booth Sponsorship Fee for 2018 Death Ride Beer Sales -
Baker

1. A thank you letter has been sent to the Chamber regarding the waiver of the booth fee. The fee has been waived.

XI. New Business

A. Discussion with possible action:

1. Potential Grant Applications:

a. Community Small Business Grant

- i. The AFSC is on the list of possible recipients.
- ii. The funds available are split among approved recipients.
- iii. Members agreed to move forward with this application.
- iv. The application is due by 4/13/18; K. Hartnett will begin working on the application this week. The goal is to have it completed by 4/10/18.

b. CALfire Fuels Reduction Grant

- i. This grant is supposed to be available for application in the spring, but there is not a date set at this time.
- ii. Members agreed to move forward with this application when available, but in coordination with the County and the Forest Service as they may apply for the grant as well.

c. Hazard Mitigation Grant

- i. This grant can be used for fuels reduction.
- ii. A 25% match is required for approved recipients.
- iii. There is not a date set yet for this application.
- iv. Members agreed to move forward with this application when it becomes available.

B. Action Item: Director Renewal (Required Individual Directors to state intent to be considered for possible renewal, and vote by body)

1. S. Yonker, T. Sweeney and K. Baker's terms are due to expire in 2018.
2. All three members are willing to remain on the Board.

Motion to accept renewals for all three members' positions: K. Hartnett

Second: D. Griffith

All AYES – Motion carried

C. Action Item: Election of AFSC Officers Chairman, Vice Chairman, and Treasurer

1. The 3 sitting officers have agreed to continue in the current positions.

Motion to accept renewals for all three Officers' positions: D. Griffith

Second: T. Sweeney

All AYES – Motion carried

D. Resignation of Ms. Katie Wheeler (Director Position Open)

1. Ms. Wheeler submitted a formal letter of resignation.

E. Discussion with possible action: No Smoking Resolution

1. As a piece of the Small Business Grant, the idea has been posed to K. Hartnett to adopt a No Smoking Resolution for events within the County.
2. Discussion occurred regarding the logistics of enforcement of a policy at events that are out of the control of the AFSC.

Motion to complete the form to institute the policy as part of the grant application: T. Sweeney

Second: K. Baker

AYES: K. Hartnett

NOES: D. Griffith, S. Yonker

Motion carried

F. Discussion with possible action: AFSC Document Storage – *McAlpin*

1. There are two large storage boxes and multiple binders of records that span back multiple years for AFSC.

2. Discussion occurred regarding the possibility of going through the boxes and scanning necessary records to decrease physical space and to maintain the records in a more secure setting, and then shredding any records that can be shredded.
 3. T. McAlpin will go through all of the records and develop a list of all documents for the members to review to make a decision regarding what to do with each record.
- G. Action Item: School Poster Program; Poster Grading
1. The members reviewed all of the posters that were submitted for each grade for Fire Prevention.
 2. Only S. Yonker, K. Hartnett, and D. Griffith graded the posters. K. Baker and T. Sweeney were removed from the grading process as they have children and grandchildren at the school who submitted posters.
 3. 1st, 2nd, and 3rd place was decided for each grade.
- H. Discussion with Action Required: School Poster Program approval for expenditure (1st, 2nd, 3rd place prizes per grade level, and all participant prizes)
1. The AFSC usually pays for the prizes for 1st, 2nd, and 3rd place and consolation prizes for all youths who participated. The average cost has been \$600.00.
 2. The members decided that certificates will be made for the consolation prizes by the school, and the AFSC will purchase the prizes for the winners.
Motion to approve the use of \$600.00, not to exceed \$800.00 to purchase prizes for the winners: D. Griffith
Second: K. Baker
All AYES – Motion carried

XII. Member Report

- A. No member reports were provided at this meeting.

XIII. Staff Report – McAlpin

- A. Title III
1. T. McAlpin reviewed the Title III report and current balances.
 2. It is recommended that \$2700.00 be held aside from the Chipping account and \$60.00 be held aside from the Education account for the Liability Insurance.
 3. Discussion occurred regarding how the Title III funds can be utilized.
- B. AFSC General Fund
1. T. McAlpin reviewed the General Fund – this has been reviewed in the Financial Report section.

XIV. Coordinator Report

- A. Meeting with Washoe Trust land owners (Diamond Valley)
1. K. Hartnett met with Greg Bennett regarding a section of land that belongs to 4 families.
 2. The meeting was to discuss the thinning of trees and growth on the land as the families and the AFSC are interested in having this completed.
 3. The families would like to see the Washoe Tribe complete the work.
 4. At this point, financial status as not been discussed.
- B. Shay Creek Home Owners Evacuation Meeting May 26, 2018
1. The Sheriff's office, AFSC, CALfire and the Alpine Fire Department will hold an evacuation plan meeting.
- C. Adjacent/Vacant Lot Ordinance Status
1. County Counsel will present the discussions from the Vacant/Adjacent Lot Committee, in bullet form, to the Board of Supervisors on the first Tuesday in April.
- D. Letter to Upper Manzanita Road and Zellmer Lane Property Owners
1. Letter was sent out which stated an investigation has occurred; 5 responses (written or verbal) from property owners were received.
 2. This letter explained that due to lack of participation, the AFSC is no longer involved and a (referred) contractor may be contacted for individual properties if desired.
- E. CWPP update and activities; Fire Agency meeting March 13, 2018
1. CALfire and the US Forest Service have sent suggestions regarding the plan.
 2. The Plan will be out again as a new document once the suggested changes are made to the plan.
- F. CWPP Community Meetings with potential of additional AFSC meetings
1. In the past, meetings were held on a larger scale. Suggestion from the contractor this year is to hold meetings with residents of specific locations/areas/neighborhoods regarding the plan. Focus areas will be Markleeville, Woodfords, the Mesa, and Bear Valley.
 2. The Executive Summary from the plan will be placed on the website and residents will be notified of this through email blasts (T. Sweeney) and Next Door.
 3. The plan will be presented to the AFSC one more time, which may require additional AFSC meetings in the near future. The plan will then be presented to the Board of Supervisors in July or August.
- G. Preparation for Death Ride Beer Sales
1. This year, sales and tickets are less than past years, so the AFSC portion will be less.
 2. The liquor license application will state the beer sales will conclude at 9:00pm each night, but the decision to leave at 8:00pm may be made on site.

- H. 2018 Defensible Space Inspections
 - 1. These will occur beginning in June.
 - 2. Markleeville, Markley Village, Shay Creek, River Ranch, River Meadows, and the Mesa will be inspected (unannounced). Woodfords and Crystal Springs were completed last year.
- I. Presentation of Erin Doby's gift
 - 1. The gifts have been delivered to Erin. She was very surprised and pleased and expressed her thanks to the AFSC.
- J. Reflective Signs
 - 1. A notice will be placed on the website regarding reflective signs by K. Baker.

XV. Adjournment - *Meeting adjourned 7:45pm*

Next regular meeting at Markleeville Fire Station at 5:30 pm – May 21, 2018