



Alpine Fire Safe Council

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

Meeting Minutes Monday, May 15, 2023 at 5:30 pm In-Person Meeting

Markleeville Firehouse, Hot Springs Road, 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
Matt Tremayne – FSC Member, Woodfords Resident
Angela Franklin – FSC Member, Markleeville Resident
Teresa Wilson – FSC Member, Markleeville Resident

Guests Present:

Teri McAlpin – Administrator (minutes)
Charlie Dobson – BOS Liaison, Markleeville Resident
Les Allert – Contractor, Cal Mesa Resident

Members Absent:

Bob Wattles – FSC Member, Shay Creek

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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** – Daryle Balao, Fire Chief
 - A. Status of Volunteer Fire Department
 - V. Board of Supervisors Report** – Charles Dobson, District 1, BOS Liaison
 - A. Update provided on recent mudslide in Alpine County
 - 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. Agencies not in attendance at tonight’s meeting: BLM, Forest Service, and CalFire
 - VIII. Approve 3/20/23 Regular Meeting Minutes**
March meeting minutes were not prepared for review at this meeting. Postponed this topic until the next meeting.
 - IX. Financial Report**
Financial reports were provided to members prior to the meeting as the Administrator was absent from this meeting. Teri McAlpin reviewed all financial reports with the AFSC Members.
 - A. Primary Bank Account – Monthly Ledger/Financial Reports

- B. CalFire Bank Account (Grant #5GA21107) – Monthly Ledger/Financial Reports
- C. CalFire Grant (#5GG17113) Expenditure Summary – this grant is completely finished; no further reports will be provided on this grant for future meetings
- D. CALfire Grant (#5GA21107) Expenditure Summary
- E. Title III
 - a. Balance Report
 - b. Expense Report

Motion to approve all financial reports: Teresa Wilson

Second: Angela Franklin

Ayes: Steve Yonker, Tom Sweeney, Kris Hartnett, Matt Tremayne, Angela Franklin, Teresa Wilson

Motion carried

X. Review & approval of staff vouchers & invoice statements

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

Motion to approve T. McAlpin voucher: Steve Yonker

Second: Tom Sweeney

Ayes: Steve Yonker, Tom Sweeney, Kris Hartnett, Matt Tremayne, Angela Franklin, Teresa Wilson

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: Matt Tremayne

Second: Angela Franklin

Ayes: Steve Yonker, Tom Sweeney, Matt Tremayne, Angela Franklin, Teresa Wilson

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

XI. Unfinished Business

- A. Discussion with Possible Action: Beer Sales Fundraiser Planning

- a. Volunteer sign up sheets, T-shirts and parking passes were discussed regarding the upcoming fundraiser

XII. New Business

- A. Discussion with Possible Action: Approval of Contract with Les Allert for Mesa Vista Tribal parcels project photo services

- a. A simple contract has been developed for Les Allert to provide services to the AFSC for various projects to provide areal photos by use of a drone.

- b. Washoe Tribal Project Amendment Map for Phase I & II

- i. Les Allert reviewed pictures he has already taken for the this project as a sample to the members of the quality of work that can be provided through this contract.

Motion to approve payment of \$200 for photos already completed and a contract with Les Allert to provide drone photo services for various other current and future projects: Steve Yonker

Second: Tom Sweeney

Ayes: Steve Yonker, Tom Sweeney, Kris Hartnett, Matt Tremayne, Angela Franklin, Teresa Wilson

Motion carried

- B. Discussion with Possible Action: NV Environmental Consultants Contract for Hot Spring Road project

- a. Hot Springs Road contractor pictures from NVENV

- b. Project Proposal

- c. Hot Springs Road Project Maps

- d. Work Progress Email

- e. NV Environmental Invoice for work already in progress

Motion to approve payment of NV Environmental Invoice for \$105,000: Tom Sweeney

Second: Angela Franklin

Ayes: Steve Yonker, Tom Sweeney, Kris Hartnett, Matt Tremayne, Angela Franklin, Teresa Wilson

Motion carried

- C. Discussion with Possible Action: Revision of By-Laws to include FireWise Communities
 - a. This topic was not discussed; it will carry over to the next meeting agenda
- D. Information Only: Results of e-polling regarding Letter of Support for Alpine Watershed Group

XIII. Member Reports

- A. None at this time.

XIV. Staff Report – T. McAlpin (absent)

- A. Payments made to Jill Micheau (grant writer), and Danielle Bradfield (CEQA work)
- B. Suggestion made to arrange an oversight audit of all financial records, and to possibly arrange an annual audit process.
 - a. Teri McAlpin will contact Carson Valley Accounting (current firm working with the AFSC for annual tax preparation and consultation as needed) to inquire about this possibility and the associated cost.
- C. Teri McAlpin has continued to research possibilities of cloud storage options and has found a free option. As items are scanned and uploaded to the cloud, hard copies will be shredded per the retention schedule (yet to be determined in policy).

XV. Coordinator Report

- A. AFSC Projects List Review
 - a. This list will be provided to Clint Celio to coordinate AFSC projects with county projects. This will also be uploaded to the AFSC website.
- B. Update on current projects – provided above
- C. 2017/2018 CalFire grant update and final report – Grant Close-Out
- D. 2022 Fire Prevention Grant Status
 - a. Mesa Vista Tribal Phase I – DONE
 - b. Mesa Vista Tribal Phase II Planning/Community Meeting – possible treatment in May 2023
 - c. Hot Springs Rd in treatment progress – anticipated completion in May 2023
 - d. Alpine Village staging for project treatment in May 2023
 - e. Shay Creek awaiting rescheduling for CEQA study and community meetings in May/June
 - f. Upper Manzanita Road community meeting preparation for project in May/June
 - g. Hawkside Ct/STPUD awaiting completion of CEQA study, projected treatment Oct/Nov 2023
- E. Greens waste vouchers update – additional vouchers were handed out to members
- F. Burn Pile May 2023 – June 2023
- G. Firewood and wood chips courtesy of AFSC Hot Spring Rd project at TRP
- H. CWPP and California Insurance Commissioner community meeting at TRP 5/23/23
- I. Marklee Village/Carson Ridge FireWise community meeting 6/24/23 at Markleeville Fire Station
- J. Thank you to Steve for attending Arbor Day event
- K. Continues attendance at Forest Health Community Workgroup
- L. 2023 CalFire grant application with requested revisions
- M. Beehive liability insurance coverage for public fuels projects
 - a. Question was asked (prior to this meeting) regarding liability of the AFSC if someone enters a project area, unauthorized, and gets hurt. This question was posed to the insurance carrier, and the response was given via email.
 - b. Beehive suggested that the AFSC document all efforts to warn the public of the dangers of entering project areas, and maintain pictures of the warnings on file.

N. Adjournment – Meeting adjourned 7:05pm

Next regular meeting at 5:30 pm – August 2023 (no meeting in July due to Death Ride event)

Electronically Signed: Teri McAlpin
 Administrator, AFSC
 May 15, 2023