



# 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 17, 2021

5:30 pm, Markleeville **via Conference Line** (in compliance with COVID-19 directive)

### **Present:**

Kris Hartnett – FSC Chair / Coordinator, Markleeville Resident

Steve Yonker – FSC Board Member, Woodfords Resident

Tom Sweeney – FSC Board Member, Woodfords Resident

Mark Quillici – FSC Board Member, Woodfords Resident

Matt Tremayne – FSC Board Member, Alpine Resident

Teri McAlpin – Administrator (minutes)

January Riddle – BOS Liaison (guest)

Mike Deacon – CALfire (guest)

### **Absent:**

Terry Hughes – Eastern Alpine Fire and Rescue

John Dion – FSC Board Member, Alpine 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 via the Conference Line (phone meeting due to Covid-19 restrictions)

#### **II. Introductions**

All present (on phone) were introduced as listed above. Process reviewed regarding how community members can become a member of the Alpine Fire Safe Council

#### **III. Volunteer Time Sheets**

Timesheets were updated by Teri McAlpin (Administrator) for all members present on the phone. **Members will verify the entry at the next in-person meeting.**

#### **IV. Eastern Alpine Fire & Rescue Report – T. Hughes**

##### **A. Status of Volunteer Fire Department**

- a. Mr. Hughes was not present at this meeting, but Mark Quillici spoke on his behalf.
- b. A lightning strike occurred two days ago, which prompted the forest service to assist.

#### **V. Board of Supervisors Report**

##### **a. Supervisor January Riddle presented on the following:**

- i. Congratulations on your spring newsletter; it was very informative
- ii. The short-term rental ordinance is on tomorrow's BOS agenda for adoption
- iii. The BOS met last Thursday for a 7-hr strategic planning workshop.
  1. Included was a state-of-the-county report from CAO, Nichole Williamson.
  2. Funding for capital improvement projects was a primary focus of the meeting, among other topics.
  3. An Economic Development Director has been hired, to begin in mid-June.
  4. The draft plan for Alpine County will be reviewed at the 6/22/21 BOS meeting
- iv. Ms. Riddle recently attended a seminar that included the Governor's budget, which included plans that will benefit fire safety, forest management, fuels breaks, biomass, etc.

## **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. No public comment at this time

## **VII. Agency Presentation for Projects under CWPP**

- a. Mike Deacon with CALfire announce that in June, they will be completing inspections in Pleasant Valley and Emigrant Trail area
  - i. A statement was included in the AFSC newsletter informing residents of inspections

## **VIII. Approve 3/15/2021 Regular Meeting minutes, 3/25/21 Special Meeting minutes, and 4/19/21 Special Meeting minutes**

*Motion to Approve 3/15/21 Regular Meeting Minutes: Matt Tremayne*

*Second: Tom Sweeney*

*Ayes: Steve Yonker, Tom Sweeney, Matt Tremayne, Mark Quillici, Kris Hartnett*

***Motion Carried***

*Motion to Approve 3/25/21 Special Meeting Minutes: Steve Yonker*

*Second: Mark Quillici*

*Ayes: Steve Yonker, Matt Tremayne, Mark Quillici, Kris Hartnett*

*Abstained: Tom Sweeney*

***Motion Carried***

*Motion to Approve 4/19/21 Special Meeting Minutes: Matt Tremayne*

*Second: Mark Quillici*

*Ayes: Tom Sweeney, Matt Tremayne, Mark Quillici, Kris Hartnett*

*Abstained: Steven Yonker*

***Motion Carried***

- A. K. Hartnett provided updates on all action items in the minutes.
  - a. K. Hartnett will contact Bill Fullerton for further input or information about an “escape clause”, or how the new CALfire grant would be handled should an unforeseen event occur causing the dissolve of the AFSC
    - i. K. Hartnett is still working on this and will report to the AFSC as updates are available
  - b. All AFSC members will submit a statement about their own communities for review for a discussion about FIREWISE
    - i. 3 reports were received and were reviewed later in this meeting
  - c. K. Hartnett will contact FIREWISE to determine the number of participants required or allowed
    - i. This topic was discussed later in this meeting
  - d. K. Hartnett will obtain masks for volunteers to use during the beer sales fundraiser
    - i. The Chamber of Commerce is providing masks to all volunteers
  - e. The AFSC will determine whether or not to collect cans during the fundraiser at the May meeting
    - i. Members agreed not to collect cans.
  - f. K. Hartnett will obtain hazard cones to be used during the fundraiser
    - i. This was discussed later in this meeting.
  - g. The schedule for volunteering at the beer sales fundraiser will be determined at the May meeting
    - i. This was discussed later in this meeting.
  - h. K. Hartnett will obtain items prior to the beer sales fundraiser as needed including masks, face shields, disposable wipes, hand sanitizer, large plastic tubs for ice, bottles of water, and the permit required
    - i. This will occur prior to the fundraiser in July.

## **IX. Financial Report**

Financial reports were provided to members and reviewed.

### **A. General Fund**

- a. Status update on the general fund was provided
- b. The question was raised as to the reflective sign program balance; it is unclear whether or not the reflective sign balance is separate from the general fund, or if it is co-mingled with the general fund.
  - i. It appears the balances are co-mingled in the bank account, and may be noted incorrectly on the financial reports.

- ii. A full audit is needed of the past few years to determine the actual balances of the general fund, reflective sign program, and scholarship balance.
    - iii. The audit will be completed and results will be reported to the AFSC members
- B. CALfire Grant
  - a. Status update on the CALfire Grant was provided and the spreadsheet was reviewed
- C. Title III
  - a. Balance Report and Expense Report were provided and reviewed
  - b. K. Hartnett reported that the County received another round of funds; a preliminary decision has been made to divide the money between western Alpine County (Bear Valley), \$6,500 will go to the fire department, and \$6,500 will be awarded to the AFSC. This is pending approval of the BOS.

*Motion to approve all financial reports: Tom Sweeney*

*Second: Matt Tremayne*

*Ayes: Steve Yonker, Matt Tremayne, Tom Sweeney, Mark Quillici, Kris Hartnett*

***Motion carried***

#### **X. Review & approval of staff vouchers & invoice statements**

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

*Motion to approve T. McAlpin voucher: Steve Yonker*

*Second: Tom Sweeney*

*Ayes: Steve Yonker, Matt Tremayne, Tom Sweeney, Mark Quillici, Kris Hartnett*

***Motion carried***

Discussion for K. Hartnett voucher: It was noted that there was a math error on the timesheet. T. McAlpin will correct the timesheet prior to payment to K. Hartnett.

*Motion to approve K. Hartnett voucher, with the noted revision: Tom Sweeney*

*Second: Mark Quillici*

*Ayes: Steve Yonker, Matt Tremayne, Tom Sweeney, Mark Quillici*

*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 item.*

***Motion carried***

#### **XI. Unfinished Business**

- A. Continued Discussion with Possible Action: CALfire 2020/21 Fire Prevention Grant Application
  - a. Information only: Answer from Beehive Insurance regarding insurance requirement for this grant
    - i. The current liability coverage held by the AFSC meets the requirements of this grant. No additional coverage is needed at this time.
  - b. Draft Grant Application: The application was officially submitted today, 5/17/21 by K. Hartnett
    - i. Thank you to K. Hartnett for completion of this application.
    - ii. This application includes the broadest project detail ever developed for the AFSC.
    - iii. If awarded, this will be the largest grant ever managed for the AFSC, and will require some new procedures, new permits, and documentation to be established and implemented.
    - iv. The end result of this grant will be a better envelope to open up Hot Springs Road entrance and egress for residents in the event of a wildland fire.
    - v. K. Hartnett located a grant writer who wrote this grant for a fee of \$500 (to be paid once the grant is approved), and has agreed to be the grant writer for all future grants for the AFSC.
- B. Letter of Support from AFSC to Alpine County for an Alpine County CALfire Fire Prevention Grant Application
  - a. A draft letter of support was distributed to AFSC members, in support of Alpine County applying for a CALfire grant
 

*Motion to approve sending the letter of support to Alpine County: Steve Yonker*

*Second: Mark Quillici*

*Ayes: Steve Yonker, Matt Tremayne, Tom Sweeney, Mark Quillici, Kris Hartnett*

***Motion carried***
  - b. K. Hartnett will sign the letter of support and deliver it to the County Clerk
- C. Continued Discussion with Possible Action: Strive to select a FireWise Community in Eastern Alpine County
  - a. 3 proposals were submitted by council members to make their own communities the chosen area to implement FireWise.
  - b. K. Hartnett attended the Nevada City FireWise community meeting to obtain further information about the program. He also communicated with the FireWise coalition to obtain further clarification.

- i. K. Hartnett learned that one community can be chosen, and 4-5 board members can engage with the residents of the specific community that is chosen to get them set up with FireWise.
- ii. One community can be chosen, and then possibly 10 households within that community would be approached first.
- c. The Council members proposed that Crystal Springs become the first FireWise community. M. Quillici will confirm with the Crystal Springs residents to confirm they want to dedicate to becoming a FireWise community, and will work with K. Hartnett to determine how the financial obligation is applied to the program.

*Motion to approve Crystal Springs as the initial FireWise community: Steve Yonker*

*Second: Mark Quillici*

*Ayes: Steve Yonker, Matt Tremayne, Tom Sweeney, Mark Quillici, Kris Hartnett*

**Motion carried**

**ACTION ITEM:** M. Quillici will work with M. Tremayne to arrange a community meeting for Crystal Springs residents, and 1 resident from M. Tremayne's community to further discuss the option of FireWise. K. Hartnett will attend the meeting and assist as needed in providing information.

- D. Continued Discussion with Possible Action: 2021 Death Ride Beer Sales fundraiser (scheduled 7/16-17/21)
  - a. A preliminary schedule was distributed to council members to determine volunteer times.
  - b. The Chamber of Commerce is supplying t-shirts to all volunteers.
  - c. Parking Passes will be available to all volunteers – K. Hartnett will obtain these
  - d. Beer will be sold in cans this year, rather than cups, due to Covid restrictions

**XII. New Business**

- A. No new business at this time.

**XIII. Member Report**

- A. No reports provided at this time.

**XIV. Staff Report – T. McAlpin**

- A. The renewal of Liability insurance is due in August.
- B. The renewal policy will be developed by Beehive and forwarded for review in July.
- C. Update on the completion of the 2020 taxes was provided.
- D. The renewal of the Registry of Charitable Trust has been completed.

**XV. Coordinator Report**

- a. Reflective sign program supplies storage
  - i. Karrie and John Baker are moving out of Alpine County and will no longer be able to make reflective signs. K. Hartnett is looking for a new vendor to make the signs, possibly someone within the fire department.
- b. Status update: Alpine Village fuels project wrap-up
  - i. This project is complete and the contractor will be paid. A completion letter will be sent out to all parties.
- c. Status update: Shirley Taylor sign
  - i. The rock has been identified and the sign will be applied by mid-June.
- d. Status update: Spring/Summer 2021 newsletter
  - i. The newsletter has been created and sent out to all Eastern Alpine County residents, the BOS, and partner agencies.
- e. Status update: Summer Douglas Waste Greens Vouchers
  - i. K. Hartnett has the new vouchers and will supply them to council members to distribute.
- f. Possibility of Alpine County “opening up”; Covid-19 restrictions, and what this means for AFSC meetings
  - i. It is not yet determined when the county will open up to the public. K. Hartnett will communicate with the CAO, Nichole Williamson, regarding the possibility of meeting in person in July.

**XVI. Adjournment – Meeting adjourned 7:00pm**

Next regular meeting at 5:30 pm – Monday, July 19, 2021

(will be held at Markleeville Fire Station if Covid-19 restrictions are lifted)

(will be held via Conference Line if Covid-19 restrictions are not lifted)