



Alpine Fire Safe Council

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

DRAFT Meeting Minutes May 21, 2018 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* Don Jardine – *Alpine County Board of Supervisors/Board Liaison*
Steve Yonker – *FSC Board Member, Woodfords Resident*

Absent:

David Griffith – *FSC Board Member, Woodfords Resident* Tom Sweeney – *FSC Board Member, Woodfords 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. Mr. Jardine was not in attendance at this meeting.

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. No public comment at this time.

VII. Approve 3/19/18 regular meeting minutes

Discussion: none at this time.

Motion to approve 3/19/18 meeting minutes: S. Yonker

Second: K. Baker

All AYES – Motion carried

VIII. Financial Report

Financial report reviewed.

Motion to approve May 2018 Financial Report: S. Yonker

Second: K. Baker

All AYES – Motion carried

IX. Review & approval of staff vouchers & invoice statements

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

Second: K. Baker

All AYES – Motion carried

Discussion: due to the absence of two council members, this item cannot be approved until those absent members are able to vote. An e-poll will be conducted with the absent members.

Motion to approve K. Hartnett voucher/invoice: K. Baker

Second: S. Yonker

K. Hartnett - Abstained from the vote

Provisional approval of K. Hartnett voucher with present members, pending e-poll results with absent members.

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

X. Unfinished Business

A. Small Business Grant Update

- a. Announcement was made to the Board of Supervisors last week that the award for this grant has been switched to the County Director of Finance (Carol McElroy).
- b. Six (6) entities have applied for the grant.
- c. If approved, the award should be between \$0.00 - \$4,000.00
- d. If approved, the "no-smoking policy" will be revisited at that time.

XI. New Business

A. Discussion with Action Required: 2018 Death Ride Beer Sales State Liquor license (\$50.00)

Motion to approve payment of the 2018 Death Ride Beer Sales State Liquor license: K. Baker

Second: S. Yonker

All AYES – Motion carried

1. Application for liquor license will cover sales until 9:00pm

- a. This does not mean beer must be sold until 9:00pm; it simply covers the possibility of sales until that time.

B. Discussion with Action Required: Policy Item – Access to County Employees that are AFSC Contract Workers

1. In response to a new law, a letter was received from Margaret Long with Prentice, Long & Epperson law office stating any employee of the County who also works for the AFSC are considered to still be on the payroll and must be paid overtime for hours worked.
2. Letter was written 3 years ago to the County Counsel stating the AFSC is not a part of the county.
3. Policy was developed by K. Hartnett and sent to Margaret Long and to Carol McElroy at the County.
4. Consensus at this meeting is that the policy is unnecessary at this point as it is the Administrator's/Contractor's responsibility to ensure AFSC business is not conducted on County time.

ACTION STEP:

- a. This topic will be added to the agenda for the next meeting for further discussion.

C. Discussion: CALfire Fuels Reduction Grant

1. Grant came out just over a week ago and is due 6/26/18
2. K. Hartnett met with the Forest Service regarding partnering for this grant. They respectfully declined because they are part of the Federal Government and cannot participate in a State tax-funded grant.
 - a. The Forest Service will provide a letter in support of the AFSC receiving the grant.
3. K. Hartnett met with CALfire – The County will apply separately from AFSC for the burn pile
4. Application by AFSC will be submitted to CALfire for defensible space, chipping, and fuels reduction.

D. Discussion with Action Required: Benigno Tree Services Chipping Agreement and Quote

1. Quote received from Joe Benigno showing an hourly rate of \$462.00 with a 4-hour minimum.
2. Tahoe Douglas Fire will pick up chipping at the lake; this may be another avenue for Alpine County.
3. Recommendation from K. Hartnett is to decline the quote, but to wait to see if there is another option.
 - a. Council agreed to decline the quote for now, and to explore other options.

E. Discussion with Action Required: Apply for Secure Rule School Funding (Title III)

1. Contact has been made with Carol McElroy regarding the possibility of applying for continuing Title III funding. Current funding is not yet available.
2. AFSC will apply when available.

F. Discussion with Action Required: Invoice for contractor C. Celio for CWPP

1. Original contract was through Title III, not to exceed \$10,000.00
2. Recommendation is to pay 75% of the \$10,000 because there is still more to accomplish in the contract.

Motion to pay C. Celio 75% of the invoice (\$7500.00): K. Baker

Second: S. Yonker

All AYES – Motion carried

Invoice will be completed for Title III – CWPP

3. If all activity occurs according to schedule, the plan may be able to be adopted in July and then presented to the Board of Supervisors for final approval.

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.
- B. AFSC General Fund
 1. T. McAlpin reviewed the General Fund – this was reviewed in the Financial Report section.
- C. Title III Claim
 1. T. McAlpin is preparing a Title III claim that will be submitted this week for reimbursement.
- D. Payment of Invoice to contractor R. Peters
 1. An invoice in the amount of \$525.00 was received to be paid.
- E. SLIP Insurance Renewal
 1. Renewal application has been completed and was presented for review and signature at tonight's meeting.
 2. Application was signed and will be forwarded to the insurance company.
- F. School Poster Program Invoice (Education Title III)
 1. As of this date, an invoice has not been received from the Alpine School District for awards for the School Poster Program.
- G. Update on Status of Archived Records
 1. T. McAlpin has reviewed all information and documents within the archived boxes.
 2. A report has been compiled of all documents in the boxes, and details the name of the document, the date of the document, and suggested actions to be taken with each document. This report was presented to the AFSC for review and comment.

ACTION STEP:

 1. This topic will be added to the agenda for the next meeting for further discussion. T. McAlpin will bring the report back to next meeting, along with various cloud storage options.
- H. Roster has been updated and distributed to members.
 - a. Updated phone number provided for K. Baker; roster will be updated and re-distributed.
- I. Government mileage rate has been increased for 2018 to \$0.545
 - a. T. McAlpin and K. Hartnett will bill accordingly for the remainder of this year.

XIV. Coordinator Report

- A. Volunteers for Death Ride
 1. Death Ride is 7/13-7/14.
 2. K. Hartnett will attend on both days.
 3. Volunteer sheets will be sent out to members to determine if they will be volunteering. Completed sheets will be returned to K. Hartnett.
 4. Total number of riders has decreased from last year, and the number of vendors has decreased as well.
- B. T-Shirts Order
 1. T-shirts will be available to volunteers; forms were distributed and will be returned to K. Hartnett if a T-shirt is desired by members.
- C. Parking Passes were distributed.
- D. Report from Vacant/Adjacent Lot Ordinance Committee
 1. Committee completed a summary of what AFSC provided to the committee a year ago
 2. Today, County Counsel came back with an ordinance – will be taken to the Board in June.
 - a. Ordinance is complaint-driven.
 - b. If neighbors can agree on a course of action, it will be taken.
 - c. If there is not an agreement, the Fire Chief issues a complaint to the adjacent property owner and completes an investigation to determine due diligence and a course of action.
 - d. If needed, the District Attorney will be brought into the process.
- E. Calaveras FSC Brochures – “Is this something we should do?”
 1. Calaveras has a brochure about their Fire Safe Council – they were paid for by PG&E
 - a. Samples of the brochures were shared

ACTION STEP:

 - a. K. Hartnett will talk with Liberty Energy regarding the possibility of paying for this to occur in Alpine County.
 2. Calaveras has a Wildfire Evacuation Planning brochure that was paid for CALfire

ACTION STEP:

- a. K. Hartnett will talk to a representative at CALfire to possibly develop an evacuation packet for Alpine County
- 3. Additional CALfire information was shared (Reducing Wildfire Risks booklet)
 - a. Possibly include this in the welcome packet/book for new residents
 - ACTION STEP:**
 - a. K. Hartnett will follow up to see if we can get additional copies
- F. Reports: AB 2585 Prescribed Burns (Assemblyman Patterson)
 - 1. Authored a bill in the state legislature for prescribed burning by private parties
 - 2. Designed for areas with tree mortality
 - 3. This would give CalFire more manpower to burn off the forest
 - 4. This is currently going through legislature
- G. CWPP Community Meetings & Status Update
 - 1. First community meeting was held last week; 5 people attended
 - 2. Another meeting will be held on the 29th
 - a. Copy of Executive Summary will be provided at the meeting
 - b. Link address to the CWPP will be provided as well
 - 3. One response thus far stating concern about access to Timber Lane area
 - 4. Bear Valley meeting will be held in June (date to be determined)
- H. Information Flyers: CWPP Community Meetings and Defensible Space
 - 1. These were sent out via bulk mail
- I. Small Business Grant Status
 - 1. Update earlier in this meeting (noted in Section X, letter A above)
 - 2. Carol McElroy will make the awards in June
- J. Butte County FSC/AFSC communication concerning grant applications and awards
 - 1. Mr. Hames has reported that Butte County receives grants
 - 2. K. Hartnett contacted Butte County to inquire about grants they receive and obtained further information.
 - a. They have one paid staff who applies for grants and operates them
- K. Markleeville Fuels Reduction Finalization
 - 1. In the final stages
 - 2. This coming Weds, the 23rd at 10:00am is a walking tour of the entire 234 acres
 - 3. A 2nd walking tour will be held on the 24th, which is unrelated, by Jessica Morris.
- L. 2018 School Poster Program Completion
 - 1. Award ceremony was held
 - 2. K. Hartnett made it clear that Mrs. Baker did not participate in the judging of the posters
 - 3. All posters are hung on the walls in the board room
 - 4. Invoice has not yet been received, but when it is, the payment will be made

XV. Adjournment - Meeting adjourned 6:50pm

Next regular meeting at Markleeville Fire Station at 5:30 pm – July 16, 2018