



# Alpine Fire Safe Council

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

## **DRAFT Meeting Minutes July 16, 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*      Anna Belle Monti – *US Forest Services (guest)*  
Steve Yonker – *FSC Board Member, Woodfords Resident*

### **Absent:**

David Griffith – *FSC Board Member, Woodfords Resident*      Tom Sweeney – *FSC Board 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 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. Public comment was solicited by the Chair. No public in attendance; no public comment at this time.

#### **VII. Approve 5/21/18 regular meeting minutes**

Discussion: none at this time.

*Motion to approve 5/21/18 meeting minutes: K. Baker*

*Second: S. Yonker*

*Ayes: K. Harnett, K. Baker, S. Yonker*

*Abstained: David Griffith and Tom Sweeney (were absent from May meeting)*

*Motion carried*

#### **VIII. Financial Report**

Financial report reviewed.

*Motion to approve July 2018 Financial Report: S. Yonker*

*Second: D. Griffith*

*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***

*Motion to approve K. Hartnett voucher/invoice with amendment noted below: D. Griffith*

*Second: K. Baker*

*Abstained: K. Hartnett*

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

*NOTE: an amendment was made to the voucher for the entry dated 6/6/18 for the CALfire grant; the funding source was changed from Education to Beer Sales*

*All AYES*

***Motion carried***

**X. Unfinished Business**

- A. Report on potential chipping program with "Tahoe/Douglas"
  - a. Recap of last meeting was given to the members.
  - b. Recap of historical events was given to the members.
  - c. The Tahoe/Douglas chipping program will start in Tahoe in August, and will come to Alpine for a full week in August.
  - d. Back up possibility provided by D. Griffith – Chips program
- B. Discussion and update on status of CALfire Fuels Reduction Grant
  - a. No response as of yet. The first level was passed.
  - b. If awarded, this grant will happen in September, but cannot be used until next year.
    - i. Agreement will be brought to the Council meeting for review.
  - c. Legislation moving through California to possibly advance 25% of grants awarded.
- C. Action Items from previous minutes.
  - a. Updates provided for each action step
  - b. Liberty Energy will assist with development of the brochure and will pay for the printing of the AFSC brochures and will include some information from Liberty Energy.
  - c. CALfire literature was distributed to the members to disperse to others regarding defensible space.

**XI. New Business**

- A. Death Ride Report
    - a. Report given by T. Sweeney on funds received, including tips
      - i. This is not a final report as it does not include all costs
    - b. Report given by K. Hartnett on costs received thus far
      - i. K. Hartnett's hours will be included in costs report

**ACTION STEP:** K. Hartnett will obtain all outstanding costs
- B. Small Business Grant results
  - a. Adoption of Tobacco resolution
    - i. Recap of discussion at previous meeting.
    - ii. Council approved to send the resolution with a cover letter
  - b. Discussion with possible action: AFSC member understanding of Grant Agreement
    - i. Grant will be used for curbside chipping program
    - ii. Grant amount awarded is \$3790.00
    - iii. There will be a training hosted by HHS regarding the operations of the grant, invoicing and payment process for the grant. This has not yet been scheduled.

**ACTION STEP:** T. McAlpin will inform K. Hartnett of the training once it is scheduled (not yet scheduled), will attend the training and will report back to the Council once the training is completed.
  - c. Discussion with possible action: Installation of phone line and answering machine purchase for chipping program
    - i. K. Baker has an extra phone line with voicemail that K. Hartnett can call into with a code.
    - ii. AFSC will reimburse Karrie for the phone line on a monthly basis

**ACTION STEP:** K. Hartnett will obtain the agreement with Tahoe Douglas and further information about the requirements of a phone line in the grant

**ACTION STEP:** K. Baker will inform the Council of the cost of the service fee for the phone line and adding/maintaining voicemail
- C. Health Fair participation

- a. Scheduled for October – the decision was made to not participate in the Health Fair
- D. New AFSC/Liberty Utilities brochure
  - a. Drafted information to be included in the AFSC brochure was distributed and reviewed
    - ACTION STEP:** T. McAlpin will develop a draft of the brochure to be distributed for review
    - ACTION STEP:** K. Hartnett will forward the final draft to Liberty Utilities by 7/28/18 for their input and eventual printing
- E. Presentation of Adjacent lot ordinance (no action required)
  - a. This is included in the CWPP as an action item
  - b. BOS will review at tomorrow's Board meeting
  - c. D. Griffith and S. Yonker expressed concerns about making it stronger
- F. Provisional approval of CWPP
  - a. June 2018 an email was sent out stating two action items would be added and was approved via email
    - i. Fire cameras that record all areas of Alpine County (Desert Research Institute monitors these cameras)
      - 1. Discussion occurred regarding the use and maintenance of the fire cameras
      - 2. A link was added to the AFSC website to help interpret the camera angles and views
      - 3. If DRI installs and monitors the cameras, there is virtually no cost to the County
    - ii. Remove cars from the County roads in Marklee Village during emergencies
      - ACTION STEP:** K. Hartnett will contact Truckee, CA to obtain a copy of the ordinance they recently passed regarding parked cars during emergencies to review language
  - b. D. Griffith will work with C. Celio and K. Hartnett to review grammar in the CWPP on 7/23/18
  - c. Sorensen's and the homes across the highway will be added to the plan under Woodfords
    - i. This change would not require additional community meetings
  - d. Provisional approval was given for the CWPP

## **XII. Member Report**

- A. D. Griffith – Good Neighbor Agreement
  - a. Region 5 will work with Region 4 to make Region 4 an appendix to Region 5.
  - b. Alpine Biomass Collaborative – approval was received and the final application was filed
    - i. This is being done together with Chips to reduce fire hazard

## **XIII. Agency Reports**

- A. A. Monti did not have any updates at this time, but stated the US Forest Service will continue to do field work in Marklee Village

## **XIV. 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. A Title III claim was completed, submitted, and has been paid. See expense report.
- D. Payment of Invoice to contractor R. Peters
  - 1. This invoice was paid and the payment has cleared.
- E. School Poster Program Invoice (Education Title III)
  - 1. The invoice was received and payment was made in April. The payment has not cleared the bank as of yet.
- F. Update on Status of Archived Records
  - 1. T. McAlpin reviewed all information and documents within the archived boxes and updated the document list for members.
  - 2. T. McAlpin researched various options for cloud storage and presented a report of the options to the members
    - a. The various options were discussed regarding cost
      - ACTION STEP:** K. Hartnett will review the list of documents to pre-determine items that may be shredded up front
      - ACTION STEP:** This item will remain on the agenda for the next meeting, with possible action
      - ACTION STEP:** S. Yonker will talk with I.T. for suggestions

## **XV. Coordinator Report**

- A. Beer Sales Outcome
  - a. This was reviewed above.
- B. Research Fire cameras
  - a. This was reviewed above.
- C. CWPP update

- a. 75% payment to C. Celio
  - i. This was reviewed in the financial report above.
- b. Possible Community Meeting in Bear Valley
  - i. Working on scheduling this meeting with Terry Woodrow
  - ii. Meeting date and time have not been scheduled as of yet
- c. Possible presentation to BOS in August
  - i. Attempting to schedule this in August, but it may be delayed into September
- D. Tour Markleeville Fuels Reduction Project
  - a. K. Hartnett participated in the beginning of the tour for 6 people who attended
  - b. Done with this project
- E. CALfire Defensible Space Inspections
  - a. Scheduled every Wednesday, once people get back from the fires currently burning
  - b. Want to be done before end of August
- F. Website update – THANK YOU KARRIE
  - a. Greatly appreciated
- G. Coordination with County and CALfire fuels work on County property
  - a. CALfire will bring a crew in for fuels reduction work
- H. Meeting with new AWG Coordinator
  - a. Met with the new Coordinator to establish a working relationship
  - b. Explained AFSC role and finite grant money available
  - c. Communication will occur about possible grants in the area
- I. Liberty Utilities / AFSC fire info brochure
  - a. This was reviewed above
- J. CALfire literature distribution
  - a. Literature was shared with the members to distribute to others around the County.
- K. County working on determination of Title II for RAC (Resource Advisory Committee)
  - a. There is approximately \$30,000 available
    - i. Can be used for protection, restoration, enhancement of fish and wildlife habitat, projects that benefit the resources of the land, and to improve land quality
  - b. There used to be a RAC in Alpine County, but it no longer exists due to the requirements of membership and backups; Interior department now requires 30 people
  - c. Options for Alpine County include:
    - i. Partner with El Dorado (under an understanding) to bring grant proposals/projects to them to use their quorum to approve Alpine County projects and proposals (funds would be maintained separate from El Dorado County funds)
      - ACTION STEP:** K. Hartnett will talk with El Dorado to inquire about this possibility and the logistics of how it would work
    - ii. Alpine County can reassign the money (if the money drops below a specified amount)

**XVI. Adjournment** - Meeting adjourned 7:23pm

Next regular meeting at Markleeville Fire Station at 5:30 pm – September 17, 2018