



Alpine Fire Safe Council

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

DRAFT Meeting Minutes September 17, 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* Chris Anthony - *CALfire*
Steve Yonker – *FSC Board Member, Woodfords Resident*
David Griffith – *FSC Board Member, Woodfords Resident*

Absent:

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 5:33 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 7/16/18 regular meeting minutes

Discussion: an error was noted in the list of attendees; David Griffith and Tom Sweeney were in attendance at the meeting. This will be amended in the minutes. Additionally, K. Hartnett provided updates on all action items in the minutes.

Motion to approve 7/16/18 meeting minutes: S. Yonker

Second: K. Baker

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

Motion carried

VIII. Financial Report

Financial report reviewed.

Motion to approve September 2018 Financial Report: S. Yonker

Second: D. Griffith

All AYES

Motion carried

IX. Review & approval of staff vouchers & invoice statements

Discussion: There is an error in the mileage rate entry on 8/14/18; this will be amended.

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

Second: D. Griffith

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.

All AYES

Motion carried

X. Unfinished Business

A. CALFire Fuels Reduction Grant Update (this item will remain on the agenda for future meetings)

- a. Entire amount has been approved (\$112,136.00)
- b. It is a 3-year grant term
 - i. A financial spreadsheet per project will be required for this grant
- c. The grant is designated for the chipping program and Fuels Reduction areas/projects
 - i. The money can be used on Federal land as long as there is a benefit to private properties
 - ii. A grant agreement will be completed once Senate Bill 901 is completed
 1. \$51,000 for crew work
 2. \$42,000 for chipping – will still require CEQA
 3. \$6000 for CEQA work
 4. Remainder to be used for administrative work
 5. Budget can be amended if needed through the duration of the grant; there is a process to make this happen.
 - iii. Locations need to be identified for fuels reduction.
 1. Professional assistance was requested of CALfire to determine specific areas for fuels reduction
 - iv. Mr. Anthony suggested talking to Pat Dwyer in El Dorado County regarding working with CEQA and working with the grant – contact info given to K. Hartnett.
ACTION ITEM: K. Hartnett will contact Pat Dwyer in El Dorado County regarding possible input.
 - v. Joy Tucker from CALFire Regional office will meet with K. Hartnett on Oct 15 (along with other Fire Safe Councils awarded grants) to review details and requirements of the grant.
 - vi. Discussion occurred regarding the possibility of utilizing Title III funds in conjunction with this grant. Chris Anthony will inquire for further clarification on this topic.
 1. Mr. Anthony questioned if Title III funds can be used for planning. This could help determine how the CALFire grant and Title III funds can be utilized to pay for tasks relating to chipping and CEQA tasks.
ACTION ITEM: K. Hartnett will inquire whether Title III funds can be used for planning purposes.
- d. Discussion with action required on Identification of Fuels Treatment Areas/Projects in Easter Alpine County
 - i. Danielle Bradfield a CEQA contractor has agreed to be AFSC's contractor
 - ii. Complete the CEQA work.
 - iii. No action taken at this time.
- e. CALFire Grant joint community meetings with County
 - i. It is stipulated in the grant that community meetings must be held to inform the community of intentions and progress.
 - ii. CALFire would like to participate in these meetings.
 - iii. The presentation to the Board of Supervisors is separate from presentations to the public.
- f. Discussion occurred regarding jurisdiction of the Tahoe Basin
 - i. At this time, there is not a Fire Safe Council designated specifically to the Tahoe Basin.
- g. Discussion occurred regarding the possibility of assisting people [Seniors] with defensible space who are not able to complete this on their own (based on income).

ACTION ITEM: K. Hartnett will contact Calaveras Foothill FSC (Bill Fulterton) to inquire about possible ways to identify individuals who need assistance.

- B. BOE Payment Unanimous
 - a. Payment was approved and has been submitted.
- C. Discussion with possible action required on approved items to be included in the Administrator's voucher
 - a. Consensus was made to pay the mileage for the Administrator to drive to and from the Council meeting.

XI. New Business

- A. Discussion on Adjacent Lot Ordinance
 - a. Overview of the Ordinance was provided
 - b. Copies of the Ordinance were provided
- B. Discussion with action required on AFSC Community Meeting
 - a. These meetings are regarding the CALfire grant as well as the Adjacent Lot Ordinance
 - i. These may be two separate meetings – yet to be determined.
- ACTION ITEM:** K. Hartnett will send out possible dates for these meetings
- C. Presentation of AFSC/Liberty brochure
 - a. Brochure was presented
 - b. Liberty Energy paid for all of the printing; 2000 copies were printed
 - i. They have been distributed to various places
 - 1. Suggestion was made to include the Realtor's Office for new home owners
 - ii. Additional brochures are available as needed
- D. Presentation with action required on final accounting of 2018 Beer Sales
 - a. Final accounting has been presented.
 - b. The Chamber determined that they had a profit of \$20,000 this year.
- E. Discussion with action required to approve SLIP Insurance Premium
 - a. Liability Insurance and forms have been received
 - i. Additional options were presented for terrorism insurance and VIP insurance
 - b. Signed policy and forms are due 9/28/18
 - c. Payment is due 10/15/18
 - d. Each grant includes a portion of the cost for SLIP insurance
 - e. Discussion occurred regarding the possibility of researching other alternative providers for the SLIP insurance that may be available at a cheaper premium.

*Motion to approve renewal of policy and payment without additional terrorism and VIP insurance: S. Yonker
Second: D. Griffith*

All AYES

Motion carried

ACTION ITEM: K. Hartnett will inquire with the Alpine Watershed Group as to who provides their insurance.

ACTION ITEM: T. McAlpin will obtain a quote from alternative providers to present to the members for future insurance.

XII. Member Report

- A. D. Griffith
 - a. A Good Neighbor Authority Agreement has been signed between the State of California and Regional Forest Service, and SNC will be signing one soon.
 - i. The question was posed whether CALFire will be signing one
 - 1. Not at this time
 - ii. New legislation – the County can get one of these agreements
 - b. There is a program available through Golden State Finance to supply down payments for the purchase of a home for anyone in public safety, including volunteers.
- B. K. Baker
 - a. On 11/3/18 an appreciation dinner will be held for the volunteer firefighters at the Hung-A-Lel-Ti gym. Details to follow.
 - i. Donations will be solicited at the event, along with the raffle
 - b. Volunteer firefighter membership is decreasing in the county

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
 - a. T. McAlpin reviewed the Title III report and current balances.

- i. Question was raised regarding the current balances in Title III; there is a discrepancy between the balances provided in the account histories for FY18 and FY19.
 - ACTION ITEM:** T. McAlpin will follow up with Joanne Wood in the County Finance Department regarding the discrepancy.
 - b. 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. This recommendation will change to include a portion to be paid through the newly obtained grants.
- B. AFSC General Fund
 - a. T. McAlpin reviewed the General Fund – this was reviewed in the Financial Report section.
- C. Title III Claim
 - a. No claim prepared since the last meeting. This will be completed prior to the next meeting.
- D. Discussion and possible action on Status of Archived Records and Cloud options
 - a. This item will be continued to next agenda

XV. Coordinator Report

- A. Fire Cameras Update
 - a. The County has approved for Desert Regional Institute to install 3 cameras
 - b. CALFire confirmed they use the cameras regularly for various purposes
 - c. The views from the cameras are available to the public to view
- B. CWPP Update
 - a. Clint Celio, David Griffith and Kris Hartnett met to review the CWPP for grammar and punctuation.
 - i. Terry Woodrow in Bear Valley has been provided a copy of the CWPP to review in reference to Bear Valley. Terry will reply to K. Hartnett regarding any suggested changes.
 - b. K. Hartnett contacted the town of Truckee, CA regarding obtaining a copy of the city ordinance they recently adopted regarding parked cars on residential streets during a fire emergency. K. Hartnett has not yet obtained a copy of the ordinance.
 - i. Discussion occurred regarding the possibility of cutting back vegetation along specific roads
- C. Defensible Space Inspections Update
 - a. Map of inspections received from CALFire showing status of inspections
 - b. Mesa Vista and Shay Creek were the priority areas in Alpine County this year
- D. Small Business Grant Update
 - a. Awarded \$3790.00 for FY18/19
 - b. Awarded for chipping only
 - c. Chipping will be completed through Tahoe Douglas. This will be in conjunction with Alameda County, which Tahoe Douglas agreed to.
 - i. However, there is question about whether or not Tahoe Douglas will be used.
 - ii. No action has been taken yet due to Tahoe/Douglas responding to recent wildfires in California. The idea at this time is to receive chipping services through the current Lake Valley agreement.
- ACTION ITEM:** Per suggestion from C. Anthony, K. Hartnett will talk with Chief Baker with Tahoe Douglas regarding the possibility of his crew coming to work in Alpine County.
- ACTION ITEM:** T. McAlpin will attend invoice and documentation training in October regarding this grant.
- E. RAC Update
 - a. Terry Woodrow made contact regarding the RAC and was told no movement can be made at this time due to some formulated changes being made; there is not a defined timeline for further movement at this time.
- F. Discussion on increasing membership
 - a. Suggestion was made to members to bring people to the meetings if there is any interest in joining.

XVI. Adjournment - Meeting adjourned 7:20pm

Next regular meeting at Markleeville Fire Station at 5:30 pm – November 19, 2018