



Alta Fire Protection District
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Directors
Carrie Davis
Cornell Davis
Vincenza Mutto
Christine Miller
Zach Haslett

MEETING MINUTES

AFPD - BOARD OF DIRECTORS – REGULAR OPEN MEETING

December 1, 2022 @ 6:30pm – ZOOM Only Meeting (Due to Weather)

DATE: December 1, 2022

CALL TO ORDER: The meeting was called to order at 6:42pm by Director/Chair – Carrie Davis

Present were:

- o Directors: Zach Haslett, Carrie Davis, Christine Miller & Cornell Davis / Absent: Vincenza Mutto
- o Facility Manager: Steve Jones - Absent
- o PCFD/Cal Fire: Division Chief Mike Ruffenaught, Station 33 Battalion Chief Jeff Loveless, St 33 Chief Derek Schepens & Chief Baldoni
- o Guest: Zachery Calvert

CONSENT AGENDA:

Director Haslett amended the Agenda – adding to Action Items: b) **Vote to Approve the In-Kind Reimbursement Facility Usage Agreement** and c) **Vote to Appoint Zachary Calvert as Director – to replace Director Christine Miller.**

- a) A motion was made by Director Miller to approve the “Amended” Agenda for December 1, 2022. Director Haslett seconded the motion. The motion was unanimously approved.
- b) A motion was made by Director Miller to approve Consent Item (b) Minutes for November 3, 2022 Regular Meeting. Director Cornell Davis seconded the motion. The motion was unanimously approved.

PUBLIC COMMENT: None

CORRESPONDENCE: CSDA annual membership renewal. Directors want to continue the membership for: \$100/yr

REPORTS:

- a) **Facility Manager's Report:** FM was absent but Director Haslett reported the few jobs that went on last month. Those being: painting the soffets and fascia (also repairing the rotting wood), switching the kitchen ranges, and raising the temp of the hot water tank for the community hall.
- b) **Hall Report:** Dec 6th is the Annual Christmas Dinner and Dec 17th is a private event.
- c) **Cal Fire / PCFD Report:** Station 33 Battalion Chief Jeff Loveless gave a report for all of Placer County- Safety Message: weather has changed so be careful on the roads and watch your driving.

ACTION ITEMS:

- a) **Approve the District's Cost Control and County's monthly report for October 2022:** A motion was made by Director Cornell Davis to approve Action Item (a). Director Haslett seconded the motion. The motion was unanimously approved.
- b) **Vote to Approve the In-Kind Reimbursement Facility Usage Agreement:** A motion was made by Director Haslett to approve the Contract between AFPD and CAL FIRE, Nevada-Yuba Placer Unit. Director Cornell Davis seconded the motion. The motion was unanimously approved. Effective: December 1, 2022 – April 1, 2023. Station 33 personnel will be using St.98 barracks, board room, etc while St.33 is being remodeled. As stated in the contract: “Payment for the utilities & improvements will be in the form of “in-kind” labor & materials not to exceed \$5K/mth for four months to build & improve facilities, grounds, and maintenance to support the Fire Station/Community Center.” (full contract attached).
- c) **Vote to Appoint Zachary Calvert as Director – to replace Christine Miller (resigning on 12/2/22).** A motion was made by Director Haslett to appoint Zachary Calvert as Director. Director Carrie Davis seconded the motion. The motion was unanimously approved.

DISCUSSION ITEMS:

- a. Directors Cornell Davis and Zach Haslett need to complete their Ethics course.
- b. Chief Ruffenaught and others gave thanks to Christine Miller for her service as a Director.
- c. Chief Loveless mentioned that Chief Ruffenaught will be retiring next month after serving 37 years.
- d. Director Miller went over the 3yr (2021-2023) financial report for AFPD.

ADJOURNMENT:

Having no further business on the Agenda to come before the Board, Director Miller made a motion to adjourn. Director Cornell Davis seconded the motion. The meeting was adjourned at 7:30pm.

NEXT BOARD MEETING: January 5, 2023 at 6:30 pm

Respectfully submitted by: *Lori DeCaro*, District Clerk

DATE APPROVED 1/5/23 SIGNATURE: Cornell Davis