



**Alta Fire Protection District**  
PO Box 847  
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**Directors**  
Zach Haslett  
Cornell Davis  
Vincenza Mutto  
Zach Calvert  
Carrie Davis

## **MEETING MINUTES**

### **AFPD - BOARD OF DIRECTORS – REGULAR OPEN MEETING**

May 7, 2025 @ 6:30pm – 33950 Alta Bonny Nook Rd, Alta CA 95714

**DATE:** May 7, 2025

**CALL TO ORDER:** The meeting was called to order at 6:35pm by Director / Chair – Zach Haslett

Present were:

- o Directors: Zach Calvert, Zach Haslett, Cornell Davis, & Carrie Davis. Absent: Vincenza Mutto
- o Facility Manager: absent
- o PCFD/Cal Fire: Battalion Chief Clinton Siebert
- o Guest: Jerry Reioux

#### **CONSENT AGENDA:**

- a) A motion was made by Director Carrie Davis to approve the Agenda for May 7, 2025. Director Cornell Davis seconded the motion. The motion was unanimously approved.
- b) A motion was made by Director Carrie Davis to approve the Minutes for April 2, 2025, Regular Meeting. Director Cornell Davis seconded the motion. The motion was unanimously approved.

**PUBLIC COMMENT:** none

**CORRESPONDENCE:** LAFCO voting results. PG&E generator has been delivered for this year's PSPS events.

#### **REPORTS:**

- a) **Facility Manager's Report:** All community hall chairs have been repaired.
- b) **Hall Report:** No events this month. The Dutch Flat pool clean-up is May 10<sup>th</sup>, and the DF cemetery clean-up is May 24<sup>th</sup>.
- c) **Cal Fire / PCFD Report:** Chief Seibert gave report. Full staffing at ST33. Staff will be helping with the DF pool & DF cemetery clean-up. St33 has a new Captain and there's a new Division Chief.
- d) **Placer Sierra Fire Safe Council Report** - Jerry Reioux gave his report.
- e) **Monthly Financial Report** – District Clerk gave report which included monthly operating expenses, revenue, and the US Bank statement balance (payroll & taxes).

**CLOSED SESSION WAS NOT UTILIZED DURING THIS MEETING.**

#### **ACTION ITEMS:**

- a) **Approve the District's Cost Control and County's monthly reports for March 2025:** A motion was made by Director Calvert to approve Action Item (a). Director Carrie Davis seconded the motion. The motion was unanimously approved.
- b) **Review Generator Installation Bids (3) & Vote to accept one.** A motion was made by Director Carrie Davis to accept the bid from Norris Electric which includes the automatic transfer switch at the price of \$43,485.00. Director Zach Haslett seconded the motion. The motion was unanimously approved. The proposal was signed by Director Calvert and will be forwarded to Norris Electric.

#### **DISCUSSION ITEMS:**

- a) The office laser printer was purchased from Best Buy on May 7, 2025.
- b) The UBEO printer was picked up on April 16, 2025
- c) Director Haslett would like to have an Agenda Item added to next month's agenda: Vote to change title & pay for district clerk and change the title for the Facility Manager position.

#### **ADJOURNMENT:**

Having no further business on the agenda to come before the Board, Director Calvert made a motion to adjourn. Director Carrie Davis seconded the motion. The meeting was adjourned at 8:05 pm.

**NEXT BOARD MEETING:** June 4, 2025, at 6:30 pm

Respectfully submitted by: **Lori DeCaro**, District Clerk

**DATE APPROVED:** 6-4-25

**SIGNATURE:** 