

ZAMORA FIRE PROTECTION DISTRICT
Board of Commissioners Meeting Minutes For:

Wednesday, April 21, 2021, at 7:00 PM, Zamora Fire Station

Attendees: Commissioner/Board Chair Doug Lewey, Commissioner Chris Long, Commissioner Cathy Gwerder, Commissioner David Keller, Commissioner Richard Covington, District Secretary Lacy Covington (DSL); Guest(s): Travis Teague

The meeting was called to order by Board Chair/Commissioner Doug Lewey at 7:00 PM requesting roll call for Commissioner's present.

1. Public Input/Open Forum (to include any discussions and/or actions needed/taken regarding the town hall); (Each guest is allotted 15 minutes to share his/her business; given number of guests present)

- Upcoming Town Hall rental for May discussed

2. Fire Chief Report (to include any Yolo County Fire Chief's Association report and any actions requested/taken from the Zamora Fire Volunteer Department or the Zamora Firehouse); (Chief's report is allotted 15 minutes)

Assistant Chief Reports:

-Water Tender's out of service, will be taken to Yuba City for repair. Also has small gash in rear tire.

-Hose reel not running, "pony motor" problem on Engine 11, needs fixing.

Board says to get this fixed.

-Still looking into a Chief truck

-As requested in last month's meeting, DSLC reached out to Golden State Risk Management Authority regarding life insurance for ZFD volunteers. Naomi Whatley said due to being volunteer based and not having 2 or more full time employees, our District does not meet the underwriting guidelines.

-Rear spray valves invoice/reimbursement for ZFD's water tender in the amount of \$844.15

After Board Discussion, Commissioner Chris Long motions to reimburse ZFD for Spray valves in the amount of \$844.15

Second: Commissioner Cathy Gwerder

AYES: 5 (Doug Lewey, Chris Long, Cathy Gwerder, Dave Keller, Richard Covington);

NOES: 0; ABSTAIN: 0; ABSENT: 0; *Motion Passed*

3. Discuss and possibly take action on Zamora 4H Town Hall Use

-Sarah Burke would like to resume 4H meetings at the Town Hall. They still have strict rules when it comes to indoor meetings and would like to utilize the space outside for meetings for now.

The Board approves of 4H continuing use of the Town Hall, but request they complete a rental agreement and provide proof of insurance.

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4. Discuss and possibly take action on ZFPD's "No-Fee" Post Office box renewal

-ZFPD's No-Fee Post Office box (for businesses ineligible for street delivery) is up for renewal.

Form completed and signed as indicated.

5. Discuss and possibly take action on Shell Fleet plus account

-In the most recent Shell activity/purchase report DSLC noticed unusual activity on March 6th. The transaction was processed in Anderson, Ca, for unleaded fuel in the amount of \$57.00 and was confirmed by ZFD Chief, it is indeed fraudulent. DSLC contacted Shell and they request the completion of a transaction dispute form.

-Another concern from DSLC is the cost of fuel with the \$1,000.00 account managed through First Northern Bank. The latest invoice was \$369.54, with managing the other monthly bills there isn't much of a cushion while waiting for reimbursements and continued invoices coming in.

Board requests the deactivation of the card used and be reissued a new one for Engine 311.

Board asks DSLC to contact DFS about raising First Northern Bank limit to \$1,500.00 to help with increased monthly expenses.

6. Board Meeting Minute Approval: March 17, 2021

Commissioner Cathy Gwerder motions to approve meeting minutes as written

Second: Commissioner Doug Lewey

AYES: 5 (Doug Lewey, Chris Long, Cathy Gwerder, Dave Keller, Richard Covington);

NOES: 0; ABSTAIN: 0; ABSENT: 0; *Motion Passed*

7. Review current bank statements, monthly claims, deposits, monthly financial reports if available from Yolo County.

-Bobby Taylor cleaned the Town Hall solar panels last November at a cost of \$54.00 for his services, Mr. Taylor has not completed his vendor registration with the County to receive payment. DSLC contact Mr. Taylor, he wishes to disregard the invoice and consider his services a donation.

The Board would like to send Mr. Taylor a thank you letter.

-Chassis invoice from Blanchat MFG. submitted to DFS on April 5th under Expense account- Equipment Vehicle as budgeted.

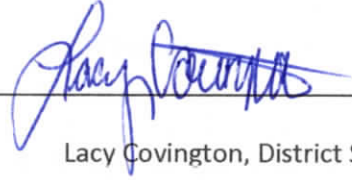
All available reports were reviewed and claims, and deposits approved by signature as indicated.

Having no further business to discuss, the meeting was adjourned at 7:47PM by order of Commissioner/Board Chair Doug Lewey.

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Doug Lewey, Board Chair



Lacy Covington, District Secretary