

ZAMORA FIRE PROTECTION DISTRICT
Board of Commissioners Meeting Minutes For:

Wednesday, May 20, 2020 at 7:00 PM, Via Zoom Meeting

Attendees: Commissioner/Board Chair Doug Lewey, Commissioner Chris Long, Commissioner Richard Covington, Commissioner Cathy Gwerder, Commissioner David Keller, District Secretary Lacy Covington (DSL); Guests: Chase Covington, Kyle Kent, Justin Gwerder.

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

1. Input/Open forum Public (to include any discussions and/or actions needed/taken regarding the town hall):

ZFPD received a letter from Mrs. Mary Jo Hoes requesting clarification on the Zamora Grove Burn Policy currently in place. The posted signage and the Grove Policy announcement received last year have conflicting dates on when it is acceptable to burn.

Commissioner Richard Covington and Dave Keller were on this project; the signs indeed were dated incorrectly and need to be fixed. Their contact has been with the Director of Public works and they are still waiting on this Department to approve of posting the Burn Policy signage for County Road 91B.

Board requests DSLC to contact Mary Jo Hoes to clarify the burn policy dates for the Grove Burn Policy

2. Fire Chief report (to include any Yolo County Fire Chief's Association report and any actions requested/taken for the Zamora Volunteer Fire Department or the Zamora Firehouse);

Assistant Chief Covington reports:

Things have been slow as far as calls go.

Ice Machine in the Firehouse is up and running.

The Well needs to have an eye kept on it, over time the well accumulates silt, which then runs into the water lines for the ice machine as well as the water being pumped into the trucks.

No plan yet for the cars behind the Firehouse, in regard to recycling or moving.

Justin Gwerder Mentions old gear being organized and piled up for donation for any Fire Department in need. They will remove the "Zamora" tags off the back of the gear.

Commissioner Chris Long mentions Modoc County in Nevada may be in need and will reach out. Commissioner Long mentions that ZFD should keep some wildland and structure gear for ZFD.

3. Discuss and possibly take action on Cancellation of 4-H Meetings & Annual Town Hall Use Agreements.

Katie Churchill from the University of California Agriculture and Natural Resources, Zamora 4H contact, emailed DSLC in regard to completing the annual Town Hall use agreements for Zamora 4H. Due to the current Shelter in Place orders they will not be using the Town Hall for any gathering/meetings and request to cancel the use of the Town Hall through the end of June 2020. Once their Department has a better

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understanding of how things will play out, they will complete their agreements for the start of their program in July.

4. Discuss and possibly take action on ZFPD's Special Assessment on the 2020-2021 Tax Roll

The Yolo County Special Assessment for 2020-2021 Tax Roll is being collected and the necessary forms include:

- Certificate of Assessment
- 2020-2021 Direct Charge Transmittal
- Resolution 2020-01

Commissioner Cathy Gwerder motions to approve all necessary documents and adopt Resolution 2020-01

Second: Commissioner Richard Covington

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

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

5. Discuss and possibly take action on ZFPD's Budget for fiscal year 2020-2021

Assistant Fire Chief Chase Covington presented their proposed Department needs for FY 2020-2021. Copy Attached

- Lung Capacity varies by number of people completing the test, around \$125.00 per volunteer.
- Flashlights needed for new helmets, previous lights don't fit new gear.
- Only 4 volunteers have structure gear
- Medical supplies
- Training Dummy
- The Truck shed leaks during winter. North side of the shed, by roll up door, next to the tender truck.
- Well repairs needed, without necessary repairs, silt will continue to accumulate and run into the waterlines as well as the ZFD trucks.
- ZFD would like to proceed with Firehouse updates now that the roof has been updated. This would include painting of the inside of the Firehouse as well as minor renovations to the bathroom.
- Board discusses covering the expense of the bathroom renovations if the ZFD would cover the cost of painting. The Board would like ZFD to discuss this, see what they come up with before proceeding.
- DSLC provided a rough budget to the board showing FY 2019/2020's budget, 2019/2020 expenses as of 5/20/2020 and projected budget for 2020/2021 for expense accounts. Copy Attached

The Board would like DSLC to include what the ZFD has proposed thus far.

Commissioner Chris Long Motions to have Frank Norton's Roofing from our previously contracted vendor for the Firehouse Roof look at the leaks on the truck shed.

Second: Commissioner Cathy Gwerder

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AYES: Doug Lewey, Chris Long, Cathy Gwerder, Richard Covington, Dave Keller(5); NOES: 0; ABSENT: 0; ABSTAIN: 0; *Motion Passed*

6. Board Meeting Minutes approval for: April 15, 2020

Commissioner Chris Long Motions to approve the meeting minutes as written

Second: Commissioner Cathy Gwerder

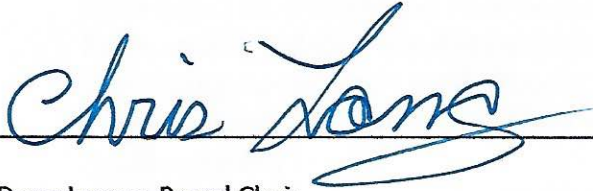
AYES: Doug Lewey, Chris Long, Cathy Gwerder, Richard Covington, Dave Keller (5);

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

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

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 7:44 PM by order of Commissioner Doug Lewey



Doug Lewey, Board Chair



Lacy Covington, District Secretary