

ZAMORA FIRE PROTECTION DISTRICT
Board of Commissioners Meeting Minutes For:

Wednesday, September 16, 2020, at 7:00 PM, Zamora Fire Station

Attendees: Commissioner/Board Chair Doug Lewey, Commissioner Chris Long, Commissioner Richard Covington, Commissioner David Keller, District Secretary Lacy Covington (DSL); Guests: Chase Covington, Travis Teague, Adrian Ruvalcaba

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): (Each guest is allotted 15 minutes to share his/her business; Given number of guests present)

-Dutch Cleansers contacted Doug Lewey regarding the Town Hall's biannual cleaning of the Town Hall and when to schedule.

After Board discussion, Commissioner Chris Long motions to schedule Town Hall cleaning with Dutch Cleansers the last week of October.

Second: Commissioner Richard Covington

AYES: 4 (Doug Lewey, Chris Long, Richard Covington, Dave Keller); NOES: 0; ABSTAIN: 0; ABSENT: 1 (Cathy Gwerder): *Motion Passed*

2. Fire Chief's 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); Chief's report is allotted 15 minutes)

Chase Covington Reports:

-Contact was made with Ferdig Fencing but they have been affected by the Vacaville fires and would have to call him back regarding the man gates on the side of the fire station.

-Volunteer Jake Campos has a contact that can take a look at and fix the sheet rock in the fire station's ceiling.

-Blanchat sent over the final paperwork on the truck, needs signature, title information and rig number.

-White ice chest & Lights have been ordered

-Zamora's main streets will be chipped and repaved, ZFD was asked if they'd like some of the asphalt gratings/chippings in the stations back lot. This would help the back lot in winter months from getting muddy. Board suggests ZFD to request the chippings to be spread in the back and not left piled by the workers.

-There is a lock in the back-rolling gate.

-ZFD would like to put a soft bag cooler in the water tender, to hold cold waters for the volunteers to have.

-Mini fridge is still in the works with Canevari Bros

-ZFD needs each engine to have one 20-foot chain on it

3. Discuss and possibly take action on Town Hall Termite Inspection report with Terminix.

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-James Farnsworth inspected the Town Hall for Termites/wood destroying pests and organisms and his findings included:

Fungus infection and damage at/in patio cover due to exposure to weather.

Evidence of fungus at/in patio cover which appears to extend into inaccessible areas

Water stains noted at dining room drop ceiling: staff states these are old, roof has been replaced.

Terminix suggested property work and service would be to replace the patio roof of 32x22 feet at an estimated cost of \$6,500.00

After full discussion, Board does not want to proceed with Terminix's proposed work order to replace the roof at the estimated cost.

4. Discuss and possibly take action on Town Hall Waste Management Lock

-DSLDC spoke with Johanna from Waste Management regarding the Board's decision to switch to a 2-yard bin for weekly pick up. DSLDC asked about the current bin lock being switched over or if it will require a new lock. According to Johanna the ZFPD account doesn't have a lock mention, to add Waste Management's universal lock it would be a monthly charge of \$5.19

After full discussion regarding the Town Hall trash bin and lock, the Board does not want Waste Management's bin lock and fees.

5. Discuss and possibly take action on Terminix Account

-ZFPD's Terminix service agreement is up for renewal with an annual cost of \$840.00 for regular monthly services. This cost is \$2.00 more per month in comparison to the previous service agreement.

After Board discussion, Commissioner Richard Covington motions to approve of this renewal and pay the annual cost of \$840.00

Second: Commissioner Chris Long

AYES: 4 (Doug Lewey, Chris Long, Richard Covington, Dave Keller); NOES: 0;

ABSTAIN: 0; ABSENT: 1 (Cathy Gwerder); *Motion Passed*

6. Discuss and possibly take action on PG&E partnership with ZFPD for Town Hall use for Public Safety Power Shutoff Event

-DSLDC was contacted by Jessica Melton, PG&E Land acquisition representative. PG&E would like to utilize Zamora Town Hall as a community resource center (CRC) in the case of a Public Safety Power Shutoff (PSPS) event. PSPS occur when PG&E shuts off power in areas where weather forecasts predict gusty winds and dry conditions, combined with a heightened fire risk. PG&E would provide a generator hook up to Zamora Town Hall as well as a safe space for residents to receive bottled water, ice, opportunity to charge cell phones, plug in medical devices and receive up-to-date outage information. For this use PG&E would pay ZFPD a daily usage fee in the event of a PSPS event. The first step in this process is an ADA site review of the Town Hall to see if the hall meets ADA requirements as well as a panel inspection to confirm the existing panel is sufficient to handle the demands of the generator, to which they may make permanent panel upgrades. Alexis Long (THL Manager) did the ADA review walkthrough with Jennifer Nerida, ADA Coordinator for PG&E. In her review, the parking lot and path of travel to the entrance needs remediations, needing a complete concrete remediation of the parking lot,

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restriping of ADA parking spaces and access aisle and parking signage as well. Her other correction would be to replace the entrance metal door threshold to eliminate the sudden change of elevation for wheelchair users. Alexis Long mentioned to Jennifer that current paving work is already in place for Zamora main streets.

During full discussion regarding the paving of Zamora streets, Board is unaware of the parameters of the current paving plan. Assistant Chief, Travis Teague mentions the work starting on Tuesday, September 22 and he can ask about the boundaries of this plan and if the Town Hall's parking lot is included. Continuing discussion on PG&E's request to partner with ZFPD for a community resource center, Board states they are willing to continue if the requested updates are covered at PG&E's expense. Board requests DSLC to mention to Jessica Melton that with power outages, the use of the well would also be affected, so the generator hook-up would have to include the well in order to access water for the town hall.

7. Board Meeting minutes approval for: August 19th

-Commissioner Dave Keller motions to approve meeting minutes as written

Second: Commissioner Richard Covington

AYES: 4 Doug Lewey, Chris Long, Richard Covington, Dave Keller; NOES: 0; ABSTAIN: 0; ABSENT:1 Cathy Gwerder; *Motion Passed*

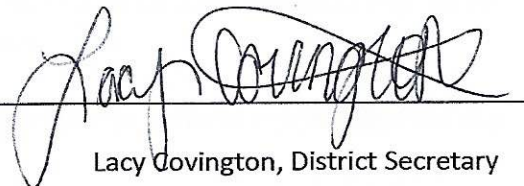
8. Review current bank statements, monthly claims, deposits, monthly financial reports if available from Yolo County;

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 7:55PM by order of Commissioner/Board Chair Doug Lewey.



Doug Lewey, Board Chair



Lacy Covington, District Secretary