

ZAMORA FIRE PROTECTION DISTRICT
Board of Commissioners Meeting Minutes For:

Wednesday, August 21, 2019 at 7:00 PM, Zamora Fire Station

Attendees: Commissioner/Chair Doug Lewey, Commissioner/Fire Chief Richard Covington, Commissioner Cathy Gwerder, Commissioner David Keller, District Secretary Lacy Covington (DSL); Guests: Janice Croll

The meeting was called to order by Commissioner/ Chair Doug Lewey at 7:00 PM.

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

- Janice Croll was present to share Town Hall related business, she has noticed more spider webs and bugs present and would like to request that the board revisit their pest control for the Town Hall. Ms. Croll also shared with the board that 4H would like to add additional dates to their schedule for monthly projects to be done at the Town Hall. After sharing her concerns with the Board Ms. Croll left the meeting.

After full discussion, Commissioner Dave Keller Motions to allow 4H projects to be conducted at the Town Hall with stipulations. The Town Hall is to be cleaned and left as they found it, inspected by supervising adult, with the doors locked when they are finished.

Second: Commissioner/Fire Chief Richard Covington

AYES: 4; NOES: 0; ABSENT: 1; ABSTAIN: 0; *Motion Passed*

2. Discuss and possibly take action on 4h Schedule.

With the item discussed in open forum from Ms. Janice Croll this item is tabled and motion has been set in Agenda Item 1.

3. Discuss and possibly take action on Mark Krummenacker's year end closing questionnaire

DSL was emailed a new "Fiscal Year end questionnaire" from Mr. Mark Krummenacker. In the packet he provided it was brought to the attention of DSL that the Department of Financial Services never input the fund balance into ZFPD's Capital Asset fund for fiscal year's 2016/2017 & 2017/2018. He stated he did not know why the department never input them. With the closing of 2018/2019 the fund balance can be moved into our Capital Asset Fund; however, the 16/17 and 17/18 funds cannot be moved and must sit in the "unassigned" account (300999-0000) to prevent a negative balance.

After full discussion by the Board, Commissioner Dave Keller Motions to make an appointment with Duane Chamberlain's office to discuss this matter at hand. As well as move the 2018/2019 Fund Balance of (\$191,706.00) into the ZFPD's "Assigned Capital asset fund"

Second: Board Chair, Doug Lewey

AYES: 4; NOES: 0; ABSENT: 1; ABSTAIN: 0; *Motion Passed*

4. Discuss and possibly take action on Town Hall Pest Control Services.

Dave Keller and Janice Croll have notice an increase in pests at the Town Hall. As stated in item 1, Janice Croll has noticed more cob webs, pests/bugs and requests that the Board reinstate pest control for the building.

Board Chair/Commissioner Doug Lewey Motions to get bids on pest control for the Zamora Town Hall from Woodland-Davis Termite & Pest Control Inc. and Terminex

Second: Cathy Gwerder

ZAMORA FIRE PROTECTION DISTRICT
Board of Commissioners Meeting Minutes For:

AYES: 4; NOES: 0; ABSENT: 1; ABSTAIN: 0; *Motion Passed*

5. 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);

-CHIEF REPORTS-

-Fire calls for fallen tree limbs, small fires.

-Zamora Fire did their annual beer booth at the Yolo County Fair

-Chief's meeting with Board of Supervisors is coming up. They will discuss fire truck proposals and overviews of current trucks. As well as discuss Prop 172.

-Chiefs plan to meet every three weeks to discuss what level of service districts are to be expected to respond to calls.

6. Board Meeting Minutes approval for: July 17, 2019

Commissioner Cathy Gwerder Motions to approve minutes as written.


Second: Commissioner/ Chief Richard Covington

AYES: 4; NOES: 0; ABSENT: 1; 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 8:00PM by order of Commissioner/Board Chair Doug Lewey.



Doug Lewey, Commissioner/Board Chair



Lacy Covington, District Secretary