

ZAMORA FIRE PROTECTION DISTRICT
Board of Commissioners Meeting Minutes For:

Wednesday, August 19, 2020, at 7:00 PM, Zamora Fire Station

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

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)

- Janice Croll resigned from being "keeper of keys"/Town Hall Manager for the ZFPD. Alexis Long is interested in managing the Town Hall with compensation and discusses typical operational tasks with the Board. Dave Keller agrees to help her with anything she may need but chooses to step down from his monthly Town Hall maintenance position.

Commissioner Chris Long motions to hire Alexis Long as Town Hall Manager, including Town Hall maintenance with the resignation of Dave Keller at a regular monthly rate of \$300.00 for both of these positions. Reimbursement for household expenses for Town Hall supplies to be included. After one year of management the Board is willing to renegotiate Miss Long's monthly rate.

Second: Commissioner Cathy Gwerder

AYES: 5; Doug Lewey, Chris Long, Cathy Gwerder, Richard Covington, Dave Keller; NOES: 0;

ABSTAIN: 0; ABSENT: 0 *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:

-It's been quiet

-He and Assistant Chief Travis Teague met with former Clarksburg Chief to get more information on setting up their own Fire Endorsement program for ZFD. He walked Chase & Travis through the process of what the program entails.

-He has tried calling Ferdig Fencing for gate installment on both breeze ways of the Firehouse, but no answer. He will keep trying.

-The Truck will be built with Blanchat and making sure it's built to the specs that ZFD wants.

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

-At last month's meeting the board requested a quote for termite inspection services from Terminix. They quoted a "complete wood destroying organism inspection" for the Town Hall's interior and exterior, looking for infestation and/or infection. Including fungus rot termites and wood boring beetles as well at a cost of \$225.00

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Commissioner Richard Covington motions to do the Termite inspection with Terminix for \$225.00

Second: Commissioner Cathy Gwerder

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

4. Discuss and possibly take action on Waste Management's Weekly Pick-up services

-A representative from Waste Management called DSLC notifying that California has mandated weekly services and shared options and prices with DSLC to present to the board. ZFPD currently has bi-weekly services at a rate of \$124.59 a month with a 3-yard bin. Switching to weekly services with this size bin would be a monthly cost of \$276.33, there is an option to switch to a 2-yard bin at \$215.68 a month, 96-gallon cart at \$76.03 per month with the option to have multiple cart, no 1-yards are available.

Commissioner Richard Covington motions to switch to a 2-yard bin with a monthly rate of \$215.68

Second: Commissioner Chris Long

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

5. Board Meeting minutes approval for: July 15th & July 17th

-Commissioner Richard Covington motions to approve meeting minutes as written

Second: Commissioner Cathy Gwerder

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

6. 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.

-DSLDC updated the board on most recent tasks performed for the ZFPD Audit and should be nearing the end. The Board recommends DSLC contacting the state controller's office to see about switching to a two- or three-year audit cycle instead of our current five year. The current cycle requires a significant addition to the workload and a more frequent audit cycle would be ideal. Board discusses additional compensation for DSLC for the extra workload.


After Board discussion of additional compensation, Commissioner Dave Keller motions to compensate DSLC \$3,000.00 for her services due to the extra workload from this year's audit.

Second: Commissioner Doug Lewey

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

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Having no further business to discuss, the meeting was adjourned at 7:50PM by order of Commissioner/Board Chair Doug Lewey.



Doug Lewey, Board Chair



Lacy Covington, District Secretary