

# **Central Calaveras Fire & Rescue Protection District**

19927 Jesus Maria Road, Mokelumne Hill, CA 95245

(209) 754-4330

[www.centralcalaverasfire.org](http://www.centralcalaverasfire.org)

Bill Wennhold  
Fire Chief



## **Minutes REGULAR MEETING BOARD OF DIRECTORS**

**Station 1, 19927 Jesus Maria Road, Mokelumne Hill, CA 95245**

**6:00 P.M. Thursday, December 8, 2022**

**1) Call to Order:**

The meeting was called to order at 6:00 p.m. by Director Cook. Other board members present were Directors Overacker, Clark, Morris, and Meitrott-Tyler. .

Others in attendance were Chief Wennhold, Engr. Ryan Carpenter, Capt. Marty Tedder, Lt. Chris Tedder, Firefighter Debbie Miller, and Staff Member Diane Lloyd.

**2) Introduction of Guests and Public Comments**

There were no public comments.

**3) Induction of New and Returning Board Members**

The new Board is as follows:

Bryan Clark

Sam Cook

Sandy Meitrott-Tyler

Debbie Miller

Jennifer Morris

Director Cook administered the Oath of Office to the Board, all members signed the oath of office paperwork took and their seats for official duties .

**4) Recognition of Retiring Board Member**

Director Cook recounted outgoing Director Don Overacker's sixteen years of service to CCFRPD. He presented Mr. Overacker with a trophy engraved with a plaque which read:

Presented to Don Overacker with gratitude for your many years of service

Central Calaveras Fire & Rescue Protection District

December 2022

Photos were taken and Don expressed his feelings for the continuance of the good work that CCFRPD has done, he wished the District many successes in the future. He then left the meeting, his term of service completed.

5) Nominations, Election of Board Officers for 2023, Appointment of Special Committee Members

**MOTIONS and VOTES re: Election of Board Officers –**

Director Miller nominated Director Clark for the position of **Treasurer**. 2<sup>nd</sup> – Director Cook

Ayes: 4 – Nays: 0 – Abstain: 1 – Absent: 0 – **Motion carried**

Director Morris nominated Director Miller for the position of **Vice President**. 2<sup>nd</sup> – Director Clark

Ayes: 4 – Nays: 0 – Abstain: 1 – Absent: 0 – **Motion carried**

Director Miller nominated Director Meitrott-Tyler for the position of **Secretary**. 2<sup>nd</sup> – Director Clark

Ayes: 4 – Nays: 0 – Abstain: 1 – Absent: 0 – **Motion carried**

Director Miller nominated Director Cook for the position of **President**. 2<sup>nd</sup> – Director Clark

Ayes: 4 – Nays: 0 – Abstain: 1 – Absent: 0 – **Motion carried**

Director Morris was declared Director At Large.

Committees

**MOTIONS and VOTES re: Committees –**

**Personnel Committee** – Directors Morris and Miller volunteered

Ayes: 3 – Nays: 0 – Abstain: 2 – Absent: 0 – **Motion carried**

**Policy/Procedures Committee** – Directors Clark and Meitrott-Tyler volunteered

Ayes: 3 – Nays: 0 – Abstain: 2 – Absent: 0 – **Motion carried**

**Finance Committee** – Directors Clark and Cook volunteered

Ayes: 3 – Nays: 0 – Abstain: 2 – Absent: 0 – **Motion carried**

**Equipment Committee** – Directors Cook and Miller volunteered

Ayes: 3 – Nays: 0 – Abstain: 2 – Absent: 0 – **Motion carried**

**JPA Liaison position** – Director Meitrott-Tyler volunteered

Ayes: 4 – Nays: 0 – Abstain: 1 – Absent: 0 – **Motion carried**

**JPA Treasurer position** – Director Clark volunteered

Ayes: 4 – Nays: 0 – Abstain: 1 – Absent: 0 – **Motion carried**

**Community Liaison position** – Director Morris was proposed

Ayes: 4 – Nays: 0 – Abstain: 1 – Absent: 0 – **Motion carried**

6) Correspondence

Chief stated that we had received a notice from the state regarding the upcoming State Controller's reports' due dates. The SCO report will be prepared by staff member Diane Lloyd upon receipt of the form and the FTR will be prepared by Blomberg & Associates once they accept our 2023 agreement. Both documents are submitted electronically to the State Controller

7) Approval of November 10, 2022, meeting minutes

**MOTION, approve the minutes of November 10, 2022 –**

**Motion by** - Director Meitrott-Tyler, 2<sup>nd</sup> - Director Morris

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

8) Regular Agenda, Action Items:

a) Mountain Ranch Tank Generator

Chief indicated that the paperwork, photos, and GPS information had been completed and submitted to the County. The quote for the Generac 25KW generator, installed, and fully serviced was approximately \$12,000 (district's share).

b) El Rancho Loma Serena Water Tank

The department has the water-based dye necessary for a leak test but has been unable to pursue of late because of other obligations. He again referenced his unsatisfactory conversation with Ron Pargett.

c) Updates JPA activities and Policy Manual Review

JPA Update

Director Meitrott-Tyler's presentation is attached in its entirety and is incorporated into the minutes.

Policy Manual Review

Director Meitrott-Tyler's presentation is attached in its entirety and is also incorporated into the minutes.

A new email had been received from Dana Nichols. In his opinion, one of Measure A's challenges was a lack of understanding on the part of the voters. Chief noted that fire districts were admonished against participation by County Counsel. Some precincts are still out but it appears most of our district voters supported the measure. Director Meitrott-Tyler noted that the community of Forest Meadows was completely against the Measure. She added that the citizen's committee has not given up. Director Cook discussed the frustrations we face but that he fully supports Chief's comments and the path the District has chosen. Director Miller expressed the need to send a message to the citizens re: education. Director Meitrott-Tyler cautioned regarding District involvement however without a current initiative before the voters there may not be a conflict of interest. Chief noted that without additional funding many departments will suffer and even the status quo would no longer be viable. An alternate for the district is to focus awareness and communications locally to be able to go back to the property owners for support. The pros and cons of that challenge were discussed. Director Cook asked how do we find out who voted against the measure and why did they vote against it. Chief indicated that he would be going to the Mountain Ranch Community Club for the purpose of updating the community on the health and future of their fire department. We need to ask the questions now before another measure is proposed. Director Meitrott-Tyler said that we need to ask where they are spending their dollars. Chief noted that Calaveras County sales tax is one of the lowest in the state which made the sales tax route attractive, Amador County's sales tax rate 7.75% and includes Measure M-Public Safety funds.

d) Update, Adoption of Amended JPA Agreement

Chief Wennhold explained the new agreement. There is no impact financially on the district.

**MOTION, approve Adoption of Amended JPA Agreement –**

**Motion by** - Director Cook, 2<sup>nd</sup> - Director Meitrott-Tyler

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

The Amended Agreement was signed by all Directors.

e) Surplus Equipment – Dodge Durango, misc. wood processing tools

Chief has not advertised the extra long pole saws and other wood processing tools yet. The Suburban will be reassigned to Lt. Tedder. The original plan was to keep the Dodge Durango for training, however Capt. Tedder recommended that it be disposed of. Director Cook asked if there

was a need to keep it for training, Chief stated no and it will still need repairs we were to keep it.

**MOTION, approve disposal of tools as stated –**

**Motion by** - Director Meitrott-Tyler, 2<sup>nd</sup> - Director Clark

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

**9) Chief's Department Report:**

There is a detailed review of the activities in the Chief's report. Of note:

There are now 25 enrolled for the EMR class beginning the first week of December, all enrollees are from in-county. The registration fee for the class is \$100 which will offset costs.

Negotiations are being made for the delivery of the "new" pumper/tender. It has been suggested to accept delivery in Reno or thereabouts which would save some money, not complicate the delivery for the company but not trying to find our stations, and give the trip back to the district a shake-down run and training opportunity.

**10) Payment of Bills/Claim Transmittals:**

**Motion to approve all transmittals for payment –** 1<sup>st</sup> Director Clark, 2<sup>nd</sup> - Director Morris

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

**11) Directors' Comments:**

Director Miller expressed her pleasure at becoming a board member.

Director Morris knows someone with background as an EMT training officer who wants to volunteer, Chief noted that DC Tedder was the person to notify. He added that one of the last fire academy graduates that transferred to our department has also been bringing in a number of new volunteers.

Director Cook thanked the Board for its support.

**12) Closed Session, Personnel Matter per GC 54957**

**Motion to adjourn regular and into closed a session at 7:48 P.M. –** Director Meitrott-Tyler, 2<sup>nd</sup> – Director Clark; Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

**Motion to adjourn back into a public session at 8:00 PM, Motion Director Clark, 2<sup>nd</sup> Director Miller, Ayes 5 - Nays 0, Motion carried**

**There was no action taken during the closed session**

The meeting was adjourned at 8:01 PM, next regular meeting is scheduled for January 12<sup>th</sup> at 6:00 P.M.

Respectfully submitted,  
Diane Lloyd  
CCFRPD Staff

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Bill Wennhold  
Fire Chief



## Minutes REGULAR MEETING BOARD OF DIRECTORS

Station 1, 19927 Jesus Maria Road, Mokelumne Hill, CA 95245

6:00 P.M. Thursday, November 10, 2022

### 1) Call to Order:

The meeting was called to order at 6:00 p.m. by Director Cook. Other board members present were Directors Overacker, Clark, Morris, and Meitrott-Tyler. .

Others in attendance were Chief Wennhold, Engr. Ryan Carpenter, Capt. Marty Tedder, Firefighter Debbie Miller, and Staff Member Diane Lloyd.

### 2) Public Comments

There were no public comments.

### 3) Correspondence

Director Cook read a Proclamation by the County Board of Supervisors (BOS) declaring Animal Kindness Recognition that had been announced at the November 8, 2022, BOS meeting. It recognized the contribution of therapy animal volunteers at Mark Twain Medical Center - Fenrir, Wyatt, and Rodney, all of whom are members of local fire districts. He asked that the Proclamation be framed for display at Station 1.

Director Clark recounted that at the October 27, 2022, Fire Safe Council meeting, information was shared about the link to the map had been broken and that a new QR code had been created. He noted that he is working with Bruce Lodge regarding getting the County to host the map link. Chief Wennhold added that printed copies of the map are available at Station 1. Director Cook added that County Office of Emergency Services should host the link and that the JPA should get involved with the process. Director Meitrott-Tyler, as CCFRPD's representative to the JPA, agreed with Director Cook. She stated that there would be a greater presence at BOS meetings by the JPA. Director Clark added that other first responders were additional stakeholders in the process. He will also be providing a link to the map to Director Cook.

### 4) Approval of October 13, 2022, meeting minutes

**MOTION, approve the minutes of October 13, 2022 –**

**Motion by** - Director Meitrott-Tyler, 2<sup>nd</sup> - Director Morris

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

### 5) Regular Agenda, Action Items:

#### a) Mountain Ranch Tank Generator

Chief recounted that there is paperwork to be filed with County OES regarding a replacement generator. Items such as an Environmental Impact Report, Historical Site report, and a number of photos are yet needed. This will offset 50% of the generator cost.

b) El Rancho Loma Serena Water Tank

Chief spoke to Ron Pargett. Pargett indicated that he would fix the leak as long as CCFRPD shows him where the leak is. Director Cook stated that he would also talk to Mr. Pargett. Discussion followed regarding methods by which the location of the leak might be discovered. Dye can be used to track the water. Director Cook suggested that we located the first joint then use an auger to locate. Director Clark offered the use of a backhoe for the work. Further technical discussion followed re: finding the leak. The problem is that when the valve underneath is closed, it doesn't leak. Once the valve to the hydrant is opened, the tank empties within 24 hours.

c) Updates JPA activities and Policy Manual Review

JPA Update

Director Meitrott-Tyler's presentation is attached in its entirety and is therefore incorporated into the minutes.

Policy Manual Review

Director Meitrott-Tyler's presentation is attached in its entirety and is therefore incorporated into the minutes.

d) Impact of Measure A

Chief shared that the latest projections of the impact of a positive outcome regarding Measure A needed to be revised upwards. Mail-in ballots are still being received and the results are being closely watched as the process unfolds.

e) Surplus Equipment – Update for prior surplus and additional Hand Tools

Chief advertised the surplus items, which resulted in one bid for WT123 of \$700. There were two bids for the chainsaw. The high bid was for \$650.

**MOTION, approve sales of WT123 and chainsaw –**

**Motion by** - Director Morris, 2<sup>nd</sup> - Director Meitrott-Tyler

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

Chief reported that there are additional hand tools that have no purpose for CCFRPD. There are two extra-long pole saws that do not fit properly on any engine.

**MOTION, approve declaration of two pole saws as surplus –**

**Motion by** - Director Clark, 2<sup>nd</sup> - Director Morris

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

f) Purchase of Equipment – Vehicles

Chief asked for Board approval to purchase the 2008 Ford Expedition Command rig.

**Motion by** - Director Morris, 2<sup>nd</sup> - Director Overacker

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

Chief Wennhold will continue to follow up re: engine purchases, with a focus on Water Tenders. Structure rigs are not the best fit for our District. He offered that there may be one available that has low mileage but is a 2009 model year.

g) Conflict of Interest Resolution 2022-11-01

Chief shared that the County Clerk's office insists that a Resolution be signed in order for it to be acceptable to the Clerk.

**MOTION, approve Conflict of Interest Resolution 2022-11-01 –**

**Motion by** - Director Morris, 2<sup>nd</sup> - Director Clark

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

6) Chief's Department Report:

There is a detailed review of the activities in the Chief's report. Of note:

There are now 20 enrolled for the EMR class beginning the first week of December. All enrollees are from in-county. The T120 rig will be kept for use in training classes.

Chief stated that additional follow-up regarding the renewal of the liability insurance policy will be presented at the next Board meeting. Director Cook then reviewed the Board responsibilities, officer positions, and committees needed. Elections and Board positions will be established at the next meeting on December 8, 2022. An Oath of Office will be completed at that time.

7) Payment of Bills/Claim Transmittals:

**Motion to approve all transmittals for payment –** 1<sup>st</sup> Director Morris, 2<sup>nd</sup> - Director Clark

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

8) Directors' Comments:

Director Overacker noted the effectiveness of planning. He stated that meetings are going to be more challenging. His 49 years of experience in fire services taught him that there is always work to be done.

Director Clark thanked Director Overacker for his years of service. He also expressed gratitude for the work of volunteers and staff members.

Director Cook added his thank you's to Director Overacker for his dedication to CCFRPD.

Chief shared that a Christmas party was planned for Saturday, December 10, 2022, at the American Legion Hall – 6:00 p.m. Director Cook suggested that a donation be made to the Legion for the use of their hall.

9) Adjourn

**Motion to adjourn regular meeting at 7:48 P.M. –** Director Overacker, 2<sup>nd</sup> – Director Clark

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

**Next regular meeting is scheduled for December 8<sup>th</sup> at 6:00 P.M.**

Respectfully submitted,

Diane Lloyd

CCFRPD Staff

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Fire Chief



## Minutes REGULAR MEETING BOARD OF DIRECTORS

Station 1, 19927 Jesus Maria Road, Mokelumne Hill, CA 95245

6:00 P.M. Thursday, October 13, 2022

### 1) Call to Order:

The meeting was called to order at 6:01 p.m. by Director Cook. Other board members present were Directors Overacker, Clark, and Meitrott-Tyler. Director Morris was absent.

Others in attendance were Chief Wennhold, Engr. Ryan Carpenter, Capt. Marty Tedder, WTO David Tyree, Support Shirley Tyree, and Staff Member Diane Lloyd.

### 2) Public Comments

There were no public comments.

### 3) Correspondence

Director Cook read a letter from the mayor of Yreka in Siskiyou County, the location of the McKinney Fire. The letter was one of gratitude and thanks for the first responders who had participated in the heroic efforts to protect lives and property during the disastrous event. Director Cook noted that he didn't recall ever having received such a gracious letter in his years with the fire district. The letter was nicely framed and will be on display at Station 1.

### 4) Approval of September 22, 2022, meeting minutes

**MOTION, approve the minutes of September 22, 2022 –**

**Motion by** - Director Meitrott-Tyler, 2<sup>nd</sup> - Director Overacker

Ayes: 4 - Nays: 0 - Abstain: 0 - Absent: 1 - **Motion carried**

### 5) Regular Agenda, Action Items:

#### a) Mountain Ranch Tank Replacement

Chief recounted that the County is having the same issues as everyone else when it comes to securing contractors to complete the generator project. He noted that County OES does have a backup generator available. A bid was received today from Gold Electric. The bid does not include permit fees and is for \$24,882. Chief has not had the opportunity to talk to the County or OES re: possibly sharing the costs. There is one other local contractor interested in doing the work. OES did have an additional portable generator, which could be shared between CCFRPD and West Point. A 25KW generator is more than we need but it is commercial grade. Director Cook recommended checking the pump first. He also stated his concern re: the temporary status of the OES generator. Chief made it clear that the equipment would not be stored in the open. It was clear that more research needs to be done. Director Clark asked who exactly owns the pump. CCFRPD owns it but it is located on private property (Sender's).

WTO Tyree asked if the old generator could be sold. Chief said that it was out of compliance for



use by a public agency, but a private citizen could probably use it. He also mentioned the quote of \$17,000 just to repair the generator.

b) El Rancho Loma Serena Water Tank

Chief reported that he had no chance to follow up on this issue yet. He had once again left a message for Ron Pargett with no response to date.

c) Updates JPA activities and Policy Manual Review

JPA Update - Director Meitrott-Tyler's presentation is attached in its entirety and is incorporated into the minutes. Policy Manual Review- Director Meitrott-Tyler's presentation is attached in its entirety and is therefore incorporated into the minutes.

d) 2022/2023 Final Budget Correction

The County Auditor/Controller's Office needed to make a correction to the original budget numbers. The final attestation of the budget needed to be re-signed.

**MOTION, approve the 2022/2023 Final Budget as corrected -**

**Motion by** - Director Overacker, 2<sup>nd</sup> - Director Meitrott-Tyler

Ayes: 4 - Nays: 0 - Abstain: 0 - Absent: 1 - **Motion carried**

e) Surplus Equipment – WT123, Hand Tools

WT123 is no longer in operation. All equipment has been removed from the rig. The apparatus may be of little value. There has been an offer of \$1,000 as-is. Director Cook asked whether we are obligated to offer declared surplus equipment to the public. Chief said that it would be okay to advertise it, but that \$1,000 is a very fair amount. Director Cook felt that CCFRPD should follow through with due diligence. The District has also been notified that we have been approved for a 50/50 Wildland Equipment Grant (\$16,000).

**MOTION, approve declaration of WT123 as surplus –Motion by** - Director Overacker, 2<sup>nd</sup> - Director Clark Ayes: 4 - Nays: 0 - Abstain: 0 - Absent: 1 - **Motion carried**

There is also a chainsaw that was acquired by the Wood Elves. The saw is too large to be carried on an engine and is more for commercial use than is practical. **MOTION, approve declaration**

**of large chainsaw as surplus – Motion by** - Director Overacker, 2<sup>nd</sup> - Director Clark

Ayes: 4 - Nays: 0 - Abstain: 0 - Absent: 1 - **Motion carried**

f) Purchase of Equipment – Vehicles, Small Equipment

A Command rig has been purchased, it is located in Rio Vista and is slated to be picked up on Tuesday the 18<sup>th</sup>. It is a 2008 Ford Expedition, fully equipped, gasoline-powered, V-8, 4-wheel drive vehicle, and it has only had one owner. The only thing lacking is a radio. Chief's previous rig will be reassigned. The Dodge Durango is the next vehicle on the list to be upgraded.

Capt. Tedder is working on the purchase of supplies needed to fulfill grant requirements. A new icemaker has been purchased. New epoxy flooring has been completed in the training room. New student chairs and tables have all been ordered. There may be a need to buy two more portable radios.

g) Update, Conflict of Interest Code

Chief created a Conflict-of-Interest Code to incorporate into CCFRPD Policies. He purposely kept it generic and easily understandable. All Board members signed copies of the Code to be kept on file in the administrative office.

6) Chief's Department Report:

There as a detailed review of the activities on the Chief's report. The CalPERS Resolution requires Board signatures, which was then completed. All receipts are being pulled together by Admin as backup for recovery of the remaining Water Enhancement Funds. Discussion of the insurance renewal quote detailed the situation with the dramatic increase in costs. Director Cook stated that the JPA needs to address the matter at the State level. Chief pointed out that current laws limit premium increases. A new policy "from scratch" avoids that restriction. One avenue to take would be to increase our reimbursement rates for strike team usage. Director Overacker asked if other county agencies were also facing these increases. Chief indicated that Amador County is in even worse shape than we are. The State Insurance Commission is going to have to get involved. Director Cook admitted that we have no recourse but to pay the cost; we have no choice. Chief reported that he is actively looking for a new water tender. There is a broker's office in Florida with whom he has been working. There is a 2000 HME Type 1 engine with only 28K miles on it that may be available for \$119,000. He is actively pursuing the purchase of the rig. Updated figures on Measure A have been received from the JPA. New projections are around \$581,000. A JPA meeting was attended by the new CAO, Craig Pedro. He has stated that there will be no budget changes this year. He addressed the County budget deficit of \$9M, noting that it was going to take longer than a year to fix the County's financial woes. CAO Pedro appears to be down to earth and realistic, showing support for agencies affected. Chief reported that we have not heard from FEMA yet re: the status of our grant applications. The SAFER Grant is for \$600,000 over a period of 3 years, the AFG Grant is \$425,000 for a water tender

7) Payment of Bills/Claim Transmittals:

**Motion to approve all transmittals for payment** – 1<sup>st</sup> Director Overacker, 2<sup>nd</sup> - Director Clark  
Ayes: 4 - Nays: 0 - Abstain: 0 - Absent: 1 - **Motion carried**

8) Directors' Comments:

Director Clark has been working with Bruce Lodge, the GIS person who does maps for the County. He was hosted by Jeff Stone's Google account. That link is now broken. Director Clark will be meeting with them on October 27<sup>th</sup> for the Murphys Fire Safe Council. Director Cook remarked that QR codes are a hot topic. Problems have been found since. He suggested that CCFRPD should move away from Google and that OES or GIS should host it in future. Director Clark stated that the solution would be to figure out where the information is stored and print new QR codes. Director Cook thanked Capt. Tedder for the 4' X 8' sign. Chief stated that we need to secure a date for the American Legion Hall potluck for the Christmas get-together.

9) Adjourn

**Motion to adjourn regular meeting at 7:48 P.M.** – Director Overacker, 2<sup>nd</sup> – Director Meitrott-Tyler  
Ayes: 4 - Nays: 0 - Abstain: 0 - Absent: 1 - **Motion carried.**  
**Next regular meeting scheduled for November 10<sup>th</sup> at 6:00 P.M.**

Respectfully submitted,  
Diane Lloyd  
CCFRPD Staff

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Bill Wennhold  
Fire Chief



## Minutes REGULAR MEETING BOARD OF DIRECTORS

Station 1, 19927 Jesus Maria Road, Mokelumne Hill, CA 95245

6:00 P.M. Thursday, September 22, 2022

1) Call to Order:

The meeting was called to order at 6:05 p.m. by Director Overacker. Director Cook arrived at 6:12 p.m. Board members present were Directors Overacker, Clark, Cook, Meitrott-Tyler, and Morris. Others in attendance were Chief Wennhold, Lt. Lee Williams, Engr. Ryan Carpenter, Capt. Marty Tedder, and Staff Member Diane Lloyd.

2) Public Comments:

3) Correspondence

Chief stated that the District had received notice from the Elections Clerk that no ballot would be necessary in November because all open director positions have been filled by the candidates who filed. Debbie Miller will be joining the Board around the 2<sup>nd</sup> week of December at which time Don Overacker will be relinquishing his board seat. In January 2023 elections would be due for executive Board positions.

4) Approval of August 18, 2022, meeting minutes

**MOTION, approve the minutes of August 18, 2022 –**

**Motion by** - Director Meitrott-Tyler, 2<sup>nd</sup> - Director Morris

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

5) Regular Agenda, Action Items:

a) Mountain Ranch Tank Replacement

Chief reported significant developments had occurred and that a bid was back regarding repair of the generator. The bid is for around \$17,000 from West Coast Energy/Generac. The County Office of Emergency Services may have a generator that we could use. Gold Electric will be getting back to us, as they have a generator that they are willing to sell. The quote of \$17,000 for repairs is unrealistic as a new generator can be purchased for as little as \$5,000. Director Meitrott-Tyler asked if this expenditure would qualify to be taken from our PG&E funds. Chief answered affirmatively, explaining that there were two funding options – PG&E funds or share the costs with County OES.

b) El Rancho Loma Serena Water Tank

Chief reported that he had no chance to follow up on this issue yet.

c) Updates JPA activities and Policy Manual Review

#### JPA Update

Chief reported that the new CAO, Craig Pedro, spoke at the JPA meeting and assured his continued support for the agreements currently in place. Joel Schwarz will work on developing a relationship with Mr. Pedro. All very positive movement. Tim Laddish picked up signs from Dana Nichols. There is an upcoming Murphys Event and a TV slot. Director Cook said that he had received a call about signs not being up and that a 4' X 8' sign is missing. Director Clark also offered to help with signage.

#### Policy Manual Review

Director Meitrott-Tyler reported that formatting remains a challenge but once completed staff will be asked to further review.

#### d) Review, approval 2022/2023 Final Budget

Chief explained a number of budget line items. He noted that in estimated revenues, additional County OES monies can be expected. He made it clear that we will not be spending money we don't have. Total projected revenues are around \$729,900 and total projected expenses are about \$726,900. The resulting net is approximately \$3,000 surplus.

Additional considerations were offered, as we are still waiting for the results of the FEMA grant regarding a water tender. We are looking at 3 different ones, ranging in cost from \$140K to \$160K. One is a 2010 model and two are 2012 models, one of which is located in Montana. They have 2000-gallon water tanks. Anything is better than WT123. Supervisor Garamendi recommended we spend the funds promptly.

#### **MOTION, approve the 2022/2023 Final Budget –**

**Motion by** - Director Clark, 2<sup>nd</sup> - Director Meitrott-Tyler

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

#### e) Resolution 2022-09-01, CalPERS

Chief recounted that a letter had been received some time back from CalPERS regarding the original setup of the plan years ago. There was a problem with the way it was put into place with Social Security and CalPERS. CalPERS needs a resolution from CCFRPD that states that dual retirement plans are approved. Director Cook noted that he had paid social security throughout his career and that it is nice to have two retirement funds. Chief Wennhold added that it is definitely a benefit to employees but reminded the Board that there is a cost to the District. Director Cook recommended that financial classes could be offered to educate employees as to the financial need to plan for the future. Director Overacker asked exactly who is on CalPERS, the information was disclosed. Director Morris asked for clarification between payment of a stipend versus a wage for a paid employee, Chief explained the differences.

Chief further updated the Board of the current SAFER grant application which amounts to an award of \$660,000 over a 3-year period are specifically related to staffing.

#### **MOTION, approve Resolution 2022-09-01, CalPERS –**

**Motion by** - Director Overacker, 2<sup>nd</sup> - Director Clark

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

#### f) Resolution 2022-09-02, Fire Assistance Grant

This resolution is in relation to the Volunteer Assistance Grant. This grant is a \$16,000 50/50 shared grant.

**MOTION, approve Resolution 2022-09-02, Fire Assistance Grant –**

**Motion by** - Director Meitrott-Tyler, 2<sup>nd</sup> - Director Morris

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

g) Update, Conflict of Interest Code

The County recently sent out reminders that Conflict of Interest Codes (COI) need to be updated. Chief Wennhold compared it to Form 700 in nature. A thorough review of CCFRPD documents could not produce our current COI Code, tonight a draft of a proposed policy was distributed for Board review. Chief stated that the COI would be on the agenda in October.

6) Chief's Department Report:

There as a detailed review of the activities on the Chief's report. One item of note is that a formal complaint was filed with the State Bureau of Automotive Repair regarding the recent experience with a repair vendor. Chief Wennhold noted that our District will not do business with this vendor again.

7) Payment of Bills/Claim Transmittals:

**Motion to approve all transmittals for payment –** 1<sup>st</sup> Director Clark, 2<sup>nd</sup> - Director Morris

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

8) Director's Comments:

Director Clark offered his gratitude for the response to the recent Michel Fire.

9) Adjourn

**Motion to adjourn regular meeting at 7:34 P.M. –** Director Overacker, 2<sup>nd</sup> – Director Meitrott-Tyler

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

**Next regular meeting scheduled for October 13<sup>th</sup> at 6:00 P.M.**

Respectfully submitted,  
Diane Lloyd  
CCFRPD Staff

# Central Calaveras Fire & Rescue Protection District

19927 Jesus Maria Road, Mokelumne Hill, CA 95245

(209) 754-4330

[www.centralcalaverasfire.org](http://www.centralcalaverasfire.org)

Bill Wennhold  
Fire Chief



## Minutes REGULAR MEETING BOARD OF DIRECTORS

Station 1, 19927 Jesus Maria Road, Mokelumne Hill, CA 95245

6:00 P.M. Thursday, September 22, 2022

1) Call to Order:

The meeting was called to order at 6:05 p.m. by Director Overacker. Director Cook arrived at 6:12 p.m. Board members present were Directors Overacker, Clark, Cook, Meitrott-Tyler, and Morris. Others in attendance were Chief Wennhold, Lt. Lee Williams, Engr. Ryan Carpenter, Capt. Marty Tedder, and Staff Member Diane Lloyd.

2) Public Comments:

3) Correspondence

Chief stated that the District had received notice from the Elections Clerk that no ballot would be necessary in November because all open director positions have been filled by the candidates who filed. Debbie Miller will be joining the Board around the 2<sup>nd</sup> week of December at which time Don Overacker will be relinquishing his board seat. In January 2023 elections would be due for executive Board positions.

4) Approval of August 18, 2022, meeting minutes

**MOTION, approve the minutes of August 18, 2022 –**

**Motion by** - Director Meitrott-Tyler, 2<sup>nd</sup> - Director Morris

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

5) Regular Agenda, Action Items:

a) Mountain Ranch Tank Replacement

Chief reported significant developments had occurred and that a bid was back regarding repair of the generator. The bid is for around \$17,000 from West Coast Energy/Generac. The County Office of Emergency Services may have a generator that we could use. Gold Electric will be getting back to us, as they have a generator that they are willing to sell. The quote of \$17,000 for repairs is unrealistic as a new generator can be purchased for as little as \$5,000. Director Meitrott-Tyler asked if this expenditure would qualify to be taken from our PG&E funds. Chief answered affirmatively, explaining that there were two funding options – PG&E funds or share the costs with County OES.

b) El Rancho Loma Serena Water Tank

Chief reported that he had no chance to follow up on this issue yet.

c) Updates JPA activities and Policy Manual Review

#### JPA Update

Chief reported that the new CAO, Craig Pedro, spoke at the JPA meeting and assured his continued support for the agreements currently in place. Joel Schwarz will work on developing a relationship with Mr. Pedro. All very positive movement. Tim Laddish picked up signs from Dana Nichols. There is an upcoming Murphys Event and a TV slot. Director Cook said that he had received a call about signs not being up and that a 4' X 8' sign is missing. Director Clark also offered to help with signage.

#### Policy Manual Review

Director Meitrott-Tyler reported that formatting remains a challenge but once completed staff will be asked to further review.

#### d) Review, approval 2022/2023 Final Budget

Chief explained a number of budget line items. He noted that in estimated revenues, additional County OES monies can be expected. He made it clear that we will not be spending money we don't have. Total projected revenues are around \$729,900 and total projected expenses are about \$726,900. The resulting net is approximately \$3,000 surplus.

Additional considerations were offered, as we are still waiting for the results of the FEMA grant regarding a water tender. We are looking at 3 different ones, ranging in cost from \$140K to \$160K. One is a 2010 model and two are 2012 models, one of which is located in Montana. They have 2000-gallon water tanks. Anything is better than WT123. Supervisor Garamendi recommended we spend the funds promptly.

#### **MOTION, approve the 2022/2023 Final Budget –**

**Motion by** - Director Clark, 2<sup>nd</sup> - Director Meitrott-Tyler

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

#### e) Resolution 2022-09-01, CalPERS

Chief recounted that a letter had been received some time back from CalPERS regarding the original setup of the plan years ago. There was a problem with the way it was put into place with Social Security and CalPERS. CalPERS needs a resolution from CCFRPD that states that dual retirement plans are approved. Director Cook noted that he had paid social security throughout his career and that it is nice to have two retirement funds. Chief Wennhold added that it is definitely a benefit to employees but reminded the Board that there is a cost to the District. Director Cook recommended that financial classes could be offered to educate employees as to the financial need to plan for the future. Director Overacker asked exactly who is on CalPERS, the information was disclosed. Director Morris asked for clarification between payment of a stipend versus a wage for a paid employee, Chief explained the differences.

Chief further updated the Board of the current SAFER grant application which amounts to an award of \$660,000 over a 3-year period are specifically related to staffing.

#### **MOTION, approve Resolution 2022-09-01, CalPERS –**

**Motion by** - Director Overacker, 2<sup>nd</sup> - Director Clark

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

#### f) Resolution 2022-09-02, Fire Assistance Grant

This resolution is in relation to the Volunteer Assistance Grant. This grant is a \$16,000 50/50 shared grant.

**MOTION, approve Resolution 2022-09-02, Fire Assistance Grant –**

**Motion by** - Director Meitrott-Tyler, 2<sup>nd</sup> - Director Morris

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

g) Update, Conflict of Interest Code

The County recently sent out reminders that Conflict of Interest Codes (COI) need to be updated. Chief Wennhold compared it to Form 700 in nature. A thorough review of CCFRPD documents could not produce our current COI Code, tonight a draft of a proposed policy was distributed for Board review. Chief stated that the COI would be on the agenda in October.

6) Chief's Department Report:

There as a detailed review of the activities on the Chief's report. One item of note is that a formal complaint was filed with the State Bureau of Automotive Repair regarding the recent experience with a repair vendor. Chief Wennhold noted that our District will not do business with this vendor again.

7) Payment of Bills/Claim Transmittals:

**Motion to approve all transmittals for payment –** 1<sup>st</sup> Director Clark, 2<sup>nd</sup> - Director Morris

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

8) Director's Comments:

Director Clark offered his gratitude for the response to the recent Michel Fire.

9) Adjourn

**Motion to adjourn regular meeting at 7:34 P.M. –** Director Overacker, 2<sup>nd</sup> – Director Meitrott-Tyler

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

**Next regular meeting scheduled for October 13<sup>th</sup> at 6:00 P.M.**

Respectfully submitted,  
Diane Lloyd  
CCFRPD Staff



# Central Calaveras Fire & Rescue Protection District

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Bill Wennhold  
Fire Chief



## Minutes REGULAR MEETING BOARD OF DIRECTORS

Station 1, 19927 Jesus Maria Road, Mokelumne Hill, CA 95245

6:00 P.M. Thursday, August 18, 2022

### 1) Call to Order:

The meeting was called to order at 6:00 p.m. by Director Cook.

Board members present were Directors Overacker, Clark, Cook, and Morris. Director Meitrott-Tyler was absent.

Others in attendance were Chief Wennhold, Lt. Lee Williams, Engr. Ryan Carpenter, Firefighter Debbie Miller, Staff Member Diane Lloyd, WTO David Tyree, and Support Shirley Tyree.

Public Comments: There were no public comments.

### 2) Correspondence

There was no correspondence.

### 3) Approval of July 14, 2022, meeting minutes

**MOTION, approve the minutes of July 14, 2022 –**

**Motion by** - Director Overacker, 2<sup>nd</sup> - Director Clark

Ayes: 4 - Nays: 0 - Abstain: 0 - Absent: 1 - **Motion carried**

### 4) Regular Agenda, Action Items:

#### a) Mountain Ranch Tank Replacement

Chief Wennhold reported that Capt. Tedder had been unavoidably delayed. As a result, Chief offered the report to the Board. It is currently hard to get electricians to work on the backup generator. It has taken over two months to find a contractor. Gold Electric is to come out on Tuesday, August 23<sup>rd</sup>. There are also two 25KW generators available from the County and we may be able to get one of them if necessary. Progress is being made. Director Cook asked if Short Circuit Electric had been considered. Chief responded that the stumbling block is that Generac no longer supports that generator. Director Overacker pointed out that we had never had a backup generator before. Chief Wennhold agreed that this is a marked improvement.

#### b) El Rancho Loma Serena Water Tank

Chief Wennhold reported that he had no chance to follow up on this issue yet.

#### c) Updates JPA activities and Policy Manual Review

JPA Update

Chief Wennhold took on this subject in Director Meitrott-Tyler's absence. He asked Director

Clark if he had gone to the JPA meeting. Director Clark indicated that he had not. Chief Wennhold read Director Meitrott-Tyler's report, which made note of the fact that community members in every area are showing increased interest in the initiative. Also of interest is that private donors are needed to purchase the signs supporting the Measure, as government agencies may not do so. The effect of the measure will also be heightened by the intentionally conservative projections regarding revenue sources such as the hotel tax. It was projected at \$45,000 when in fact it will be closer to \$75,000. There was some concern about the change up at the County level, with a new CAO coming on board. Many have been anxious to learn whether or not previous agreements with the CAO's office would remain in place. At this time, all agreements remain in place.

#### Policy Manual Review

Director Meitrott-Tyler's report indicated that they are currently updating the numbering system in the manual. Further review is ongoing. It is expected that the September due date is still feasible.

#### d) Wood Elves/Do-Wooders of Arnold

Chief Wennhold met with Pete and the wood processor has been moved. The trailer has not been relocated yet, as a 1-T pickup is needed to haul it. Chief still has to remove the exempt license plate. The registration card and pink slip have been fully processed. This equipment is no longer the property of CCFRPD.

#### e) Mechanic Services

Chief Wennhold shared that the last 30 days have been a struggle. Engineer Carpenter and contractor Rich Lokey have both been inundated with the repair requirements of our apparatuses. There is a need for a more structured approach to a maintenance program. As the equipment ages, it takes longer to repair. There have been challenges finding qualified mechanics and quality parts. Supply chain issues continue to plague vendors. The offsetting good news may be found in the Chief's Department Report in the Board packet. Chief again indicated that he is open to suggestions regarding a more effective system to managing our maintenance needs.

Director Overacker asked about tracking funds spent per rig. He also suggested earmarking funds each year toward the purchase of a new rig. He felt we had had a good maintenance program in the past. He also emphasized avoiding low quality solutions and suggested asking staff for their input. Chief Wennhold mentioned that PG&E funds could be used to upgrade equipment. He added that WT123 is not salvageable and is dead. Costs range between \$30,000 to \$300,000 for used equipment. A balance needs to be achieved between quality and money spent. He will be running his ideas by the operations staff but cautioned that we don't want short-term answers. Director Cook suggested that more intensive training for the drivers might help the situation. He also noted that water tenders are money-makers. He also agreed with Director Overacker on the need to manage reserves. Director Clark asked if maintenance manuals were available for all rigs. Chief Wennhold explained that generally, new buyers have comprehensive manuals but used equipment rarely has those available. Director Clark noted that if CCFRPD goes with iPads, as is currently being considered, reminders could easily be set up for each piece of apparatus. Director Cook agreed that a defined maintenance schedule should be in place for each rig. Director Overacker noted that a plan was being worked on and that Chief Wennhold will have part of it available at the next Board meeting. He again emphasized that staff and drivers should be involved in this process. Director Clark asked if there would be a savings to keeping common items in stock. Chief Wennhold noted the limited space available. Director Cook mentioned the 55 gallon drums of motor oil were somewhat of a savings.

the property of CCFRPD.

- f) Resolution Authorizing of Direct Charge for Special Tax Roll  
This resolution is in relation to the \$65 parcel tax. Chief Wennhold stated that this information did not come to CCFRPD in a timely manner but that with the help of Firefighter Debbie Miller, the documentation was completed and ready to be filed with the County.

**MOTION, approve Resolution 2022-08-01, Establishing Tax Roll Fire Assessment Fee Collection –**

**Motion by** - Director Overacker, 2<sup>nd</sup> - Director Morris

Ayes: 4 - Nays: 0 - Abstain: 0 - Absent: 1 - **Motion carried**

**5) Chief's Department Report:**

Chief went over the highlights of his report, referencing various budget notations. Director Cook asked out the engine that was purchased from West Point – could more hose be added to it? Chief Wennhold pointed out that the rig only holds two people and that it's more of a pumper/tender.

Chief reviewed the documents related to the shared breathing support trailer. The Board has already approved going forward with this commitment of funds. No further action is needed. Staff Member Lloyd will prepare a journal entry for the transfer of funds to San Andreas Fire. Chief noted that it will be coded to Special Department Expense to keep it separate from other more common expenses.

- Equipment –
  - c) E122 is now back in service.
  - d) E123 is due back tomorrow
  - e) R124 is back in service. Congratulations on a good job.

**6) Payment of Bills/Claim Transmittals:**

Director Overacker asked about the expenditure to TargetSolutions for \$3,200. This expense is directly related to training modules.

**Motion to approve all transmittals for payment** – 1<sup>st</sup> Director Clark, 2<sup>nd</sup> - Director Overacker

Ayes: 4 - Nays: 0 - Abstain: 0 - Absent: 1 - **Motion carried**

**7) Director's Comments:**

Directors Overacker and Morris had no comment.

Director Clark offered his thank you's to the staff. He added that he is still working on the various I.T. needs of CCFRPD, noting that the software can determine the hardware.

Director Cook expressed his further concern about maintenance costs. He felt they would be lower if we did not have so many strike team calls. He again recommended driver refresher courses. He noted that operations costs continue to climb. Chief Wennhold agreed that it was a multifaceted issue, with the District being busier than ever with more calls to date than ever.

Chief Wennhold shared that he is in preliminary discussions with Capt. Tedder regarding air conditioning in the service bay. A swamp cooler could run about \$500 to \$700, whereas a portable a/c unit could cost up to \$5,000.

Director Cook added his congratulations to the Board regarding FF Debbie Miller's successful application to become a Board member.

**8) Closed Session, GC 54956, Personnel Review (as needed)**

There was no closed session.

9) Adjourn

**Motion to adjourn regular meeting at 7:04 P.M.** – Director Overacker, 2<sup>nd</sup> – Director Morris  
Ayes: 4 - Nays: 0 - Abstain: 0 - Absent: 1 - **Motion carried**

**Next regular meeting scheduled for September 12<sup>th</sup> at 6:00 P.M.**

Respectfully submitted,  
Diane Lloyd  
CCFRPD Staff

# **Central Calaveras Fire & Rescue Protection District**

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Bill Wennhold  
Fire Chief



## **Minutes REGULAR MEETING BOARD OF DIRECTORS**

**Station 1, 19927 Jesus Maria Road, Mokelumne Hill, CA 95245**

**6:00 P.M. Thursday, July 14, 2022**

### **1) Call to Order:**

The meeting was called to order at 6:00 p.m. by Director Cook.

Board members present were Directors Overacker, Meitrott-Tyler, Clark, and Cook. Director Morris was absent.

Others in attendance were Chief Wennhold, Capt. Marty Tedder, Lt. Lee Williams, Lt. Chris Tedder, Engr. Ryan Carpenter, Firefighter Debbie Miller, Staff Member Diane Lloyd, Ray Tyler, Max Curtis, and special guests Terry Clark and family, Firefighter Jeff Gardner, Ebbetts Pass Fire Chief Mike Johnson, and Fire Academy graduates Nickolas Koba, Luis Pena, John Turner, and Robert Johnson along with their respective family members.

Director Cook introduced himself to the attendees and each Board member spoke of their background in the District.

Public Comments: Max Curtis voiced his concerns regarding the recent PG&E activities involving the ongoing tree removal on private property in the District, which began approximately five weeks ago. He stated that they seemed to be taking more aggressive action than previously in this endeavor. The tree removal has left individual property owners to the subsequent cleanup of the downed trees. Director Cook stated that he may be able to refer someone to help with the cleanup and added that this project should have been done years ago.

### **2) Presentation of Special Certificates of Recognition – Jeff Gardner and Lt. Chris Tedder**

Terry Clark, a Calaveras County resident, presented a gift to FF Jeff Gardner, thanking him for saving his life. The event prompting the presentation was recounted and in relating the incident, FF Gardner stated that there were others to thank as well. Chief Johnson of Ebbetts Pass Fire spoke of the combination of timing and training coming together in the best way possible. FF Gardner is also a member of the EPFD and this medical emergency happened in their District. Chief Wennhold then read and presented a certificate of recognition to FF Gardner for his truly life-saving efforts. FF Gardner then introduced Lt. Chris Tedder to Terry Clark, explaining that without the excellent level of training he had received from Lt. Tedder he wouldn't have been able to do what he did. Chief Wennhold then read and presented a certificate of recognition to Lt. Chris Tedder for his dedication and diligence in EMS training.

### **3) Recognition of Graduates of 2022 Firefighter Academy, Pinning of Duty Badges**

Chief Wennhold announced that there was one more ceremony to be performed and asked the five Fire Academy graduates to step forward. He reviewed the process they had recently completed, again mentioning training and their successful completion of the probationary period. He presented each of them with their official badges, with the exception of Robert Johnson whose father had the honor of pinning on his son's badge.

At this point after the special presentations, most of the special guests left the meeting.

4) Correspondence

Chief Wennhold mentioned that the only correspondence of note was the most recent FASIS invoice for the coming year's workmen's compensation insurance. He noted that there were few changes.

5) Approval of June 14 and June 24, 2022, meeting minutes

**MOTION, approve the minutes of June 14, 2022 –**

**Motion by** - Director Meitrott-Tyler, 2<sup>nd</sup> - Director Overacker

Ayes: 4 - Nays: 0 - Abstain: 0 - Absent: 1 - **Motion carried**

**MOTION, approve the minutes of June 24, 2022 –**

**Motion by** - Director Meitrott-Tyler, 2<sup>nd</sup> - Director Clark

Ayes: 4 - Nays: 0 - Abstain: 0 - Absent: 1 - **Motion carried**

6) Regular Agenda, Action Items:

a) Mountain Ranch Tank Replacement

Capt. Tedder noted that there was a snag working with the generator as the electrical problems that have been identified may not be worth fixing. Generac will not work on the unit as it is out of compliance with current CAL ARB regulations. Chief advised that the LP tank, lines, and transfer switch are all in and that all that is needed is a new generator and water tank is now full. It was noted that there has never been a backup power source and that this is only icing on the cake. Capt. Tedder stated that the tank will probably never go dry. Max Curtis asked if Generac had been approached to donate new equipment, Capt. Tedder and Chief noted there are still a couple of funding options to update the equipment and they will continue working on it.

b) El Rancho Loma Serena Water Tank

Chief reported he not been available to follow-up, but it is still on the to-complete list.

c) Updates JPA activities and Policy Manual Review

Director Meitrott-Tyler reported that there had been no JPA meeting but related to the policy manual she indicated that the final review is forth coming and that Chief and Capt. Tedder have been active in the current process. A draft document will be open for department comment once all the updates are done but the final review and approval will be by the Board.

d) Website and Google Dashboard Redesign

Director Clark has been working on the website, he stated it is looking good, but it needs more content. He displayed the progress made via an IT presentation and showed several highlights and new features. He asked, as department members reviewed proposed changes, they offer any additional comments or concerns. Chief had also asked Director Clark to check in to the purchase of I-Pads for the apparatus to improve access to mobile mapping and incident responses. Indications are there would be a cost of \$300-\$400 per unit plus minor costs to download and install applications. Chief asked Director Clark to also assess the need for upgrade the PCs in the offices, he is still evaluating those needs. Given concerns already identified with

the current Google Dashboard protocols, we may well end up starting from scratch for the dashboard, but the technology is there for updating inhouse. Director Clark has also been researching phone systems, alternate internet solutions, and etc. with the current recommendation to retain ATT & T and the First Net program. Chief Wennhold remarked that it was a matter of putting everything together in one package, if possible, to integrate systems and reduce costs. Director Meitrott-Tyler reminded all that the personal photos of the Board should be added to the website as well.

e) 2022 Pay Scale and Stipends

Chief asked the Board to review a payroll draft included in tonight's documents. After making changes on operations expenses and improved fire reimbursements, the district's financial conditions have improved. The recap sheet is simply a draft, hopefully to clarify the impact of proposed increases in staff pay. It illustrates the impact of a \$25/day increase and a \$1.50/hr. increase for hourly employees, depending on the category. If the sales tax initiative passes this coming fall the income numbers will be higher, the current preliminary budget was developed rather conservatively, and new actual County revenues are coming in higher. As proposed the wage increases would not have a negative impact. Director Overacker asked why the proposal was for the funding increase only through the end of September. Chief responded that again he was trying to be conservative and that in September we would be revisiting the budget for the rest of the fiscal year and have a clearer picture of equipment expenses and revenues. Director Cook cautioned that we don't want to go backward and wants to be sure we could maintain changes. He expressed his hesitance over the short-term nature of the proposal. Chief Wennhold stated his opinion that the numbers would very like stay, noting the 1% sales tax has strong community support as well as our pending FEMA grant for staffing. Director Overacker asked if the staff has any idea of this proposal, Chief stated he not presented to the department as it was only a proposal at this point and ultimately would be decided by the Board. Capt. Tedder stated that he doubted anyone would quit over dialing back, although there would be disappointment. Director Cook urged that we look at both sides and don't set people up for disappointment. Both Directors Cook and Overacker complimented Chief on how the presentation was set up and the clarity of the information. Director Meitrott-Tyler asked what the final impact would be, Chief noted that the cost would be approximately \$15,000 for each financial quarter. He added that the FEMA grant could be \$450,000 and the sales tax initiative could result in another \$400,000 but at this point we are in a better financial condition than we had been in the past. He noted there had been some discussions about a structured apparatus replacement program that could involve setting aside up to \$50,000 per year, but after 10 years that still would not fully fund a brand-new engine at today's prices. He recognized the need to maintain and improve the fleet but that need also needs to be balanced against our need to retain and recruit staffing for whatever our fleet looks like. Director Cook pointed out that we never fully know what the future holds but we need to recognize the need constantly to adapt to change. Director Clark expressed his appreciation for the work that Chief had put into the presentation and Chief reiterated that he was only presenting an option and suggestion, the final decision rested with the Board.

**MOTION, Approve the 2022 Pay Scale and Stipend Increases as proposed -**

**Motion by** - Director Cook, 2<sup>nd</sup> - Director Overacker

Ayes: 4 - Nays: 0 - Abstain: 0 - Absent: 1 - **Motion carried**

7) Chief's Department Report:

- The Chief's written report was reviewed

8) Payment of Bills/Claim Transmittals:

Chief noted that all available firefighters were paid for the most recent fire incident, including time to date on the Electra Fire, and as a result we should anticipate that payroll will be much higher than normal for the next two pay periods. He also noted the outpouring of community support for Central Fire in the form of all the food being donated at Station 1 and the words of appreciation from the community. It was humbling and appreciated that the community cared so much for our staff.

**Motion to approve all transmittals for payment** – 1<sup>st</sup> Director Clark, 2<sup>nd</sup> - Director Meitrott-Tyler  
Ayes: 4 - Nays: 0 - Abstain: 0 - Absent: 1 - **Motion carried**

9) Director's Comments:

Director Clark offered kudos to the work done by the department during the recent Electra Fire. He questioned if the maps were used and if the QR codes were working. Chief mentioned there was a FireSafe Council grant that paid for the initial printing and County FireSafe Councils had been awarded new grant monies to continue projects. Director Cook asked about the status of the bottom half of the district map, Chief noted there are North and South map versions and that once the QR codes are acquired, individuals will be able to upload the information from multiple access points. Director Cook noted that originally the maps were given to strike teams. Director Cook said that it was a pleasant surprise that Terry Clark had attended tonight's presentation as his presence was completely unanticipated. Director Cook noted that he will not be in town for the next regular meeting date and alternate dates were suggested but not adopted. Chief was asked about the status of wood processing equipment, he reported he had been in contact with Pete Padelford with the Do-Wooders and that the donation of the equipment was proceeding.

**Motion to adjourn regular meeting at 7:59 P.M.** – Director Clark, 2<sup>nd</sup> - Director Meitrott-Tyler  
Ayes: 4 - Nays: 0 - Abstain: 0 - Absent: 1 - **Motion carried**

8) Closed Session, GC 54956, Personnel Review

**Motion by Clark, Second by Meitrott-Tyler, 8:19– To open to a closed session with the Chief,**  
**Ayes 4 -, Nays – 0, Absent 1, Motion carried.**

**Motion by Overacker, Second Meitrott-Tyler – To return to open meeting session at 8:30, Ayes 4,**  
**Nays – 0, Absent 1, Motion carried.**

It was agreed based on finances and personal performances the district would consider upgrades to administrative vehicles in the fall.

9) Adjourn – The meeting was adjourned at 8:31.

**Next regular meeting scheduled for August 11<sup>th</sup> at 6:00 P.M.**

Respectfully submitted,  
Diane Lloyd  
CCFRPD Staff



# Central Calaveras Fire & Rescue Protection District

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Bill Wennhold  
Fire Chief



## MINUTES of SPECIAL MEETING BOARD OF DIRECTORS Station 1, 19927 Jesus Maria Road, Mokelumne Hill, CA 95245 7:00 P.M. Friday June 24, 2022

1. Call to Order, the meeting was called to order at 7:00 by President Cook, present were Directors Cook, Clark, Overacker, Meitrott, and Chief Wennhold, absent was Director Morris.
2. Public Comments, there were no public members or comments
3. Action Item
  - a) Discussion, approval of Resolution 2022-06-04, Authorizing Election for Board of Directors, November 8, 2022. The Board was given a draft of the resolution and discussed the content; **Motion Director Overacker, 2<sup>nd</sup> Director Clark – To adopt 2022-06-04 as written and submit to the County Elections office. Motion carried 4-eyes, 0- nays, 1-absent.**
4. Director's/Chief's Comments, Chief gave a brief update on the year-end financials and the submission of the 2022/2023 preliminary budget and Director Meitrott gave a brief update on the progress and revisions to the policy and procedure manual.
5. Adjourn, **Motion Director Overacker, 2<sup>nd</sup> Director Meitrott – adjourn the meeting at 7:14. Motion carried 4- ayes, 0- nays, 1-absent.**

Respectfully,

Chief Wennhold

# **Central Calaveras Fire & Rescue Protection District**

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Bill Wennhold  
Fire Chief



## **Minutes REGULAR MEETING BOARD OF DIRECTORS**

**Station 1, 19927 Jesus Maria Road, Mokelumne Hill, CA 95245**

**6:00 P.M. Tuesday, June 14, 2022**

**1) Call to Order:**

The meeting was called to order at 6:02 p.m. by Director Cook.

Board members present were Directors Overacker, Meitrott-Tyler, Clark, and Cook.

Others in attendance were Chief Wennhold, DC Joanna Tedder, Capt. Marty Tedder, Capt. Mark Gonzalez, Engr. Carpenter, Firefighters Debbie Miller, David Tyree, Shirley Tyree, Nick Koba, Chris Miller, Tom Harris, and Staff Member Diane Lloyd. Special guests were Chris Miller's family.

**2) Public Comments:** There were no public comments.

**The agenda deviated from its usual progression in order to accommodate a special presentation.**

**5) g. Recognition and Promotions of Staff**

Chief Wennhold asked Firefighters Harris and Miller to stand before the group, as he reviewed their various accomplishments, noting that FF Harris had been influential in the success of the training programs and that FF Miller's pursuit of furthering his education brought great value to the district. Chief Wennhold then asked Mrs. Miller to step forward to pin the new badge on now Engineer Chris Miller. Chief performed the badge presentation for now Engineer Tom Harris. Photos of the special ceremony were taken for placement in the media.

Capt. Tedder noted that there were two recent Fire Academy graduates present, but that badges had not yet arrived for the presentation. Another ceremony is planned once they are in.

**The agenda then returned to its normal order.**

**3) Correspondence:** Director Clark noted that the incident in which FF Jeff Gardner was directly involved had been picked up by several media outlets. These included the Pine Tree online newsletter and myMotherLode.com. FF Gardner's email lauded Lt. Tedder and DC Tedder for their training and expertise in teaching him the skills which enabled him to save a life. Director Clark suggested that CCFRPD find a way to honor Gardner, at our next Board meeting. He also stated that he can prepare a certificate of appreciation for the occasion. The Fire Chief from Ebbetts Pass would be in attendance as well, since that is where Gardner is currently stationed. It was again noted that the victim survived, which is sadly not the case in most such incidents.

**4) Approval of May 12, 2022, meeting minutes:**

**MOTION, approve the minutes of May 12, 2022, as presented –**

**Motion by** - Director Clark, 2<sup>nd</sup> - Director Meitrott-Tyler

5) Regular Agenda, Action Items:

a) Mountain Ranch Tank Replacement

Capt. Tedder has arranged a work party for general clean up and to repair the fence. The tank is now at 100%. It will take about 3 weeks to get a propane tank installed for the generator, but the pad is ready to go. Director Meitrott-Tyler asked if it was still being checked daily. Capt. Tedder stated that no, but there is a resident nearby who checks the tank, knows the issues, and can respond accordingly.

b) El Rancho Loma Serena Water Tank

Chief Wennhold reported that he had spoken to Ron Pargett and that Mr. Pargett still feels there is some validity to the possibility of theft being to blame for water missing. Unfortunately, the final payment on the contract with Pargett has already been sent by the County. Chief stated that he is unhappy with the results of his conversations with Pargett so far. He feels that further steps should be taken.

Director Cook offered that we should find the joints in the pipe sections to troubleshoot the problem. Chief Wennhold stated that this is truly not our problem, but that it belongs squarely to Pargett. Director Cook agreed.

Chief said that he is expecting a further response from Pargett and if it is unsatisfactory, CCFRPD will have to take the matter to the next level. Director Meitrott-Tyler suggested the State Licensing Board could be our next recourse.

Chief avowed that there would be no further money going in Mr. Pargett's direction. He also noted that almost all of the materials for the job were supplied by CCFRPD and that Pargett's participation was purely labor costs.

Director Clark mentioned the urgency of effecting the necessary repairs, as fire season is already here. He asked what timeframe would be appropriate for resolving the issue. Capt. Tedder recommended thirty days. Chief added that Pargett is to fix the problem first, but that the next step will definitely be taken if necessary. Director Meitrott-Tyler informed the Board that the president of the ERLS Homeowners' Association is very concerned that this come to a satisfactory conclusion and that this also be conveyed to Mr. Pargett during Chief's next conversation with him.

c) Updates, Policy Manual Review and Website redesign

Policy & Procedure Manual Review (PPM)

Director Meitrott-Tyler has met with Lt. Cleland, Chief Wennhold, Director Clark, and Capt. Tedder. She has gone through the various issues and is working to incorporate suggested changes. She stated that the PPM is open to additional review. Her targeted completion date is mid-September.

Chief Wennhold felt that substantial positive changes had been made to the manual and that there would need to be a training on it for all personnel. He stated that the onboarding process will include a specific procedure for presentation of the manual to all new staff. He also felt that good progress would continue to be made over the next two weeks.

Website design update

Director Meitrott-Tyler indicated that she had not gotten together with Director Clark, but she is aware of the lack of content we have at this time. Director Clark added that we still need photos,

stories, history perhaps, and so on. Director Meitrott-Tyler suggested that DC Tedder is an excellent source, as well as the Facebook page. Director Meitrott-Tyler asked if there were any questions and in the absence of any, she reminded everyone to email Director Clark with whatever they might think might be a good addition to the site.

d) JPA Update, Resolution 2022-06-01

Chief Wennhold felt that the latest discussions had been getting into the weeds. The County wants proof of the JPA's validity and authority to speak for the fire departments. A replacement agreement will need to be signed and sent to Joel Schwartz, Executive Officer of the JPA. Director Overacker asked if there were other departments needing to provide signatures. Chief stated that only three out of the nine departments could locate the original signed documents, suggesting that there was some flaw in the original process. He noted that Staff Diane Lloyd had reviewed all minutes and resolutions going back to the original formation date of the JPA and that she had been unsuccessful in finding the documents in question. Director Meitrott-Tyler added that she too had spent some time on the project. Director Overacker asked if Chief felt the newly signed documents would hold up to the County's scrutiny. Chief said that he believes so and Director Meitrott-Tyler supported that as well.

**Motion to approve Resolution 2022-06-01** – 1<sup>st</sup> Director Overacker, 2<sup>nd</sup> - Director Meitrott-Tyler  
Ayes: 4 - Nays: 0 - Abstain: 0 - Absent: 1 - **Motion carried**

e) Discussion, Adoption of 2022/2023 Budget, Resolution 2022-06-02

Chief Wennhold reminded the Board that a draft budget had been presented for their review at last month's meeting but that an additional copy was incorporated into this Board packet. He highlighted estimated revenue is \$656K and expenses \$638K, resulting in \$18K to be carried over. He stated once again that this is only a preliminary budget and that there would be an additional review in September, allowing for easy revisions. The numbers as presented are just a starting point.

Director Cook again pointed out that no strike team money would ever be used to balance the budget. He stated that CalFire is more responsive now due to DC Tedder's efforts and noted that we continue to be one of the few departments to pay their firefighters before being paid by CalFire/OES.

Director Clark reinforced Director Cook's comments regarding strike teams and he offered kudos to the Board for creating and continuing that practice.

Director Meitrott-Tyler offered her thanks that the maintenance expense had been bumped up.

**MOTION, approve the Adoption of 2022/2023 Budget, Resolution 2022-06-02** –

**Motion by** - Director Meitrott-Tyler, 2<sup>nd</sup> - Director Clark

Ayes: 4 - Nays: 0 - Abstain: 0 - Absent: 1 - **Motion carried**

f) Discussion, Adoption of Resolution 2022-06-03, Opposition to Initiative 21-0042A1

Chief Wennhold offered some background on the initiative. He added that it is in the signature gathering stage only but that we should expect some action on it in late 2023, early 2024. He recapped that it would negate any tax initiatives that became effective from January 2022, going forward. In other words, those tax initiatives would be cancelled. It also increases the threshold to 2/3 votes for passing future initiatives. This would affect many different services. The

California Special Districts Association (CSDA) alerted the JPA to this initiative, stating that it is in full opposition to the proposal.

Director Meitrott-Tyler indicated the JPA had some question as to whether it could truly be retroactive. Chief Wennhold pointed out the wording that supports CSDA's stance. He pointed out why this initiative is a bad idea for all citizens, counties, and communities. CSDA is organizing special districts to oppose the initiative. If we agree that this is faulty legislation, we need to pass this resolution.

**MOTION, approve the Adoption of Resolution 2022-06-03, Opposition to Initiative 21-0042A1 –**

**Motion by** - Director Overacker, 2<sup>nd</sup> - Director Meitrott-Tyler

Ayes: 4 - Nays: 0 - Abstain: 0 - Absent: 1 - **Motion carried**

**6) Chief's Department Report**

Director Cook congratulated Chief Wennhold on the good job he has done on these reports.

- Admin report –
  - a) ABH means Assistance by Hire
  - b) DMV registration copies are now in all vehicles
  - c) Status of PG&E funds should be known by end of week. The Sheep Ranch Fire Safety Council grant was put together by Chris Laddish and it is a significant sum. There is also \$4M coming to the County from the State.
- Operations –
  - b) Half of the Fire Academy graduating class was from our District. There will be some changes next year in the way the Academy has been conducted. Chief Wennhold, DC Tedder, and Chief Jim Toy will be working together on this.
  - e) The USDA Fire Assistance Grant is a 50/50 grant for safety gear, totaling \$20,000.
- Equipment –
  - b) E122 came back with same leak, though it has been fixed twice
  - c) Re: E123, Chief spoke to Rich Lokey. Diesel Power Technology (DPT) invoiced us \$4,000 extra. Mr. Lokey feels that DPT has compromised his standing with the districts with this poorly managed situation. He has told the owner that we will tow E123 to International in Stockton and that the bill will be sent to DPT if this is not resolved quickly.
  - d) Although R124 is back in service, there is a motor issue which may be related to fuel intake.
  - g) E121 will also need repairs to the alternator

**Additional information**

The Captain's rig has a new radiator and replaced small brackets on muffler.

There is good news from the JPA re: the Water Enhancement funds (\$270K). The County has agreed to split it nine ways between the districts, each receiving \$20,000. The monies must be spent now. Tires are needed for W121, E126, and E124 to be paid out of the \$20K.

Firehose needs replacing as well and 750' of new hose has been ordered. Director Cook inquired as to the use of used or new hose on strike teams. Chief indicated that we are recomp with new hose.

Director Overacker asked if there were any funds coming from the Federal government. Chief stated that they are extremely slow. Unfortunately, federally managed fires have not been supportive of our firefighters and that they have often been left on their own for 3- 4 days. The support continues to be poor.

**7) Payment of Bills/Claim Transmittals:**

**Motion to approve all transmittals for payment – 1<sup>st</sup> Director Overacker, 2<sup>nd</sup> - Director Clark**

**Ayes: 4 - Nays: 0 - Abstain: 0 - Absent: 1 - Motion carried**

**8) Director's Comments:**

Director Cook noted that in the last five years on the Board and reviewing the financials, he is pleasantly surprised at the successful management of our funds over the years and that our financial health has improved steadily. He said that it is good to see such positive work being done by the Board and Chief Wennhold.

Chief noted that DC Tedder's contribution has been invaluable. He added that Staff member Diane Lloyd has been doing a very good job keeping us up to date. These last two years have been heavy fire years. We have two FEMA grants in the works, one for \$600K for staffing. The other is for a new water tender with a capacity of 2,000 gallons, costing \$424K. And if the community approves the sales tax initiative, all will be good news, financially.

Director Meitrott-Tyler mentioned that the JPA's Measure A campaign fundraising has begun with t-shirts and banners available. Delivery is expected in August of new breathing equipment. There has been interaction with Doug Oliver, head of the County Building Department, regarding a formal fire protection plan. There has been a proposal for a Fire Marshal and a Supervising Inspector regarding fire inspections.

Chief Wennhold noted that in reviewing the new PPM, some Board responsibilities have been delineated. There is no provision for a Board Treasurer, with reference to the County Auditor/Controller's Office fulfilling that role. Some further cleanup is needed. Director Meitrott-Tyler added that she will highlight the changes and inform the Board. Chief Wennhold reminded all that the PPM must be approved by the Board. Director Meitrott-Tyler cautioned that the Board needs to tread lightly and appropriately regarding the Brown Act.

Director Clark expressed his appreciation to all, stating that he is even more impressed by the entire department since the Gardner incident. He also asked the disposition of the Do-Wooders project. Chief Wennhold indicated that he had not followed up yet, but he has the contact information from Director Meitrott-Tyler.

**Motion to adjourn regular meeting at 7:29 P.M. – Director Clark, 2<sup>nd</sup> - Director Meitrott-Tyler**

**Ayes: 4 - Nays: 0 - Abstain: 0 - Absent: 1 - Motion carried**

**9) Closed Session, GC 54956, Personnel Review**

**Motion to open to closed personnel session at 7:39. Motion carried 4- ayes, 0 nays, 1 absent**

**Motion close the closed session and re-open to open back to open meeting at approx. 8:50. Motion carried 4- ayes, 0 nays, 1 absent.**

**Action taken during the closed session: Chief was directed to add an agenda item for the next regular meeting to discuss positions and wages**

**10) Adjourn.**

**11) Motion to adjourn the regular meeting at 8:52. Motion carried 4- ayes, 0- nays, 1 absent.**

**Next regular meeting scheduled for July 14<sup>th</sup> at 6:00 P.M.**

Respectfully submitted,  
Diane Lloyd  
CCFRPD Staff

# Central Calaveras Fire & Rescue Protection District

19927 Jesus Maria Road, Mokelumne Hill, CA 95245

(209) 754-4330

[www.centralcalaverasfire.org](http://www.centralcalaverasfire.org)

Bill Wennhold  
Fire Chief



## Minutes REGULAR MEETING BOARD OF DIRECTORS

Station 1, 19927 Jesus Maria Road, Mokelumne Hill, CA 95245

6:00 P.M. Thursday, May 12, 2022

1) Call to Order:

The meeting was called to order at 6:02 p.m. by Director Cook.

Board members present were Directors Overacker, Meitrott-Tyler, Clark, Cook, and Morris.

Others in attendance were Chief Wennhold, Engr. Carpenter, Firefighter Debbie Miller, and Staff Member Diane Lloyd.

2) Public Comments: There were no public comments.

3) Correspondence: There was no correspondence.

4) Approval of April 14, 2022, meeting minutes:

**MOTION, approve the minutes of April 14, 2022, as presented –**

**Motion by** - Director Meitrott-Tyler, 2<sup>nd</sup> - Director Clark

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

5) Regular Agenda, Action Items:

a) Mountain Ranch Tank Replacement

Chief Wennhold stated that all construction has been completed and the tank is full. There is yet to be installed a float system and a solar powered wireless controller. Captain Tedder has been checking the tank daily, as without an automatic shutoff, it could overflow. The hydrants are live, and the propane tank is in place. All payments to vendors are up to date. This project is almost finalized.

b) El Rancho Loma Serena Water Tank

Chief Wennhold has not contacted Ron Pargett, the contractor, yet. There is now a security camera set up and a lock is in place on the hydrant. The problem appears to be either with the piping or the hydrant itself. Chief reported that \$25,000 has been paid to Mr. Pargett. He added that future projects will not be handled in the same fashion as this one was.. He also explained the severe dryness that likely caused all traces of the leaked water to disappear.

c) Updates, Policy Manual Review and Website redesign

Policy & Procedure Manual Review (PPM)

Director Meitrott-Tyler reported that subject matter review was under way. Some reviews have been completed. Final reviews are due by June 1<sup>st</sup> and she will incorporate changes as

appropriate.

#### Website design update

Director Clark is actively working on the mockup of the website, consulting with Chief Wennhold on additional content. Chief Wennhold added that he and Director Clark have been meeting. Director Clark reminded all that the process is slow and that more input would be helpful as far as adding content. Director Meitrott-Tyler suggested that there be some time set aside at a board meeting in order to take photos to include on the site. She mentioned that the best feedback had been offered by Chief Wennhold. Chief then reminded all of the link to the work in progress.

#### d) JPA Update

Director Meitrott-Tyler stated that the upcoming JPA meeting would be focusing on how to communicate information to the citizens of the county.

Chief Wennhold reported that Dana Nichols and Joel Schwartz presented an update at the most recent Calaveras County Fire Chiefs' Association meeting. They shared the JPA's goals regarding community education.

Mr. Schwartz has been working closely with the County Administrator's office. Interpretations of the portion of the PG&E settlement monies that relate to Water Enhancement (one of the categories assigned to the funds) indicate that water tenders will fall into this category. There is approximately \$271,000 remaining in the Water Enhancement portion. Unfortunately, that amount is not enough for the purchase of a new one.

There may be \$20,000 allocated to each of the nine districts for equipment maintenance. The restriction on water tenders may be removed and it would be open to all vehicles with water tanks.

Director Clark asked the date of the next JPA meeting. Director Meitrott-Tyler indicated that it would be next Wednesday, May 18<sup>th</sup> at 9:00 a.m. in Angels Camp.

#### e) Disposition of Wood Processing Equipment

Chief Wennhold shared that Supervisor Jack Garamendi would be providing the contact information for the Do-Wooders, adding that we will move the equipment to wherever is necessary. He stated that we are currently seeking the DMV license plate number to take to the DMV re: the registration, pink slip, etc. This project is close to being completed.

#### f) 2020/2021 Independent Audit Draft

Chief Wennhold reported that the auditor said that the audit draft had been emailed to the Chief in March 2022. The email was never received. Upon receipt of the delayed email and subsequent review of the draft, he stated that there were really no surprises in the audit results as reported by the auditor. A copy of the draft was provided in this month's Board meeting packet. He alerted all to the fact that items of interest were indicated on everyone's copies. The crux of the report shows that CCFRP is both solvent and in compliance with code.

Director Meitrott-Tyler noted that due diligence had obviously been performed by Chief Wennhold. Chief Wennhold added that Diane Lloyd had assisted in last year's audit and that the experience had resulted in a smooth process this year. He reminded the Board that the final audit



report must be approved by the Board. It then must be sent to the County Auditor/Controller. He recommended that, since the Board should perform its own due diligence before approval, the matter of approval should be tabled until next month's meeting, after the Board had had the chance to do a more thorough review.

Director Meitrott-Tyler expressed her gratitude for the opportunity to study the report in detail.

g) Information regarding next month's agenda

Chief Wennhold reported that most of the Board members had been able to attend the Appreciation Dinner on April 29<sup>th</sup>. Directors Morris and Clark had missed the event due to other obligations. Chief Wennhold then presented the two directors with plaques, honoring their service to the district.

6) Chief's Department Report:

Before addressing the Department Report in general, Chief Wennhold presented the proposed budget for 2022/2023. He indicated that he had met with Director Clark regarding the presentation of the budget to the county. He then reviewed the estimated revenue and balance sheet. He noted that between now and the end of the fiscal year, CCFRPD will spend about half of the remaining net dollars. We will still be able to add to the reserve on June 30, 2022. He presented the estimated budget with specific highlighted areas of note. There is particular flexibility in the dollars estimated for strike team revenues, which were projected last year at \$80,000. Due to the unpredictability of strike team demands, this year's monies are difficult to determine.

CCFRPD is working diligently on normalizing staff levels. Other highlights include the fact that we were hit with liability insurance premiums that had skyrocketed. This year, the total was \$35,000. We have also increased funds needed for medical expenses that directly relate to new staffing levels. At this point, CCFRPD has 3 new firefighters on board.

A question was raised as to whether FEMA would be reimbursing any of these funds. Chief answered in the affirmative. He added that Joanna Tedder continues to be on top of all grant activities.

Other items of note on the proposed budget were:

- Fuel costs increased from \$25,000 to \$30,000

- Utilities increased from \$15,000 to \$22,000

- Capital equipment expenditures will include new firehoses and new breathing apparatuses. Chief added that it had been quite some time since the department had invested in new firehoses. Net capital expenditures are projected at \$19,000.

Director Morris asked why the liability insurance had increased so dramatically. Chief Wennhold explained that insurance providers had reassessed fire risk levels which subsequently affected our premiums. Although CCFRPD experienced a dramatic increase, other districts (such as in Southern California) were hit with increases of 400 – 500%. Director Clark added that his church had experienced the same jump in costs re: insurance.

Chief cautioned the Board that the final budget submission deadline on June 17<sup>th</sup>. Director Clark added that he felt the district's conservative approach is most appropriate at this time. Chief Wennhold added that he fully agreed with Director Meitrott-Tyler's sentiment regarding a

cautious approach to the coming year's budget numbers. He also noted that Joann Tedder's diligence regarding strike team revenues has been especially financially rewarding. Director Cook added that he and Chief Wennhold had been focusing on being more financially aware over these past two years. Director Morris asked for additional guidance in understanding the budget and all that it encompasses. Chief Wennhold went on to break it down into five areas, explaining each category.

He clarified that capital expenditures are those costs in excess of \$1,000 for equipment that could be expected to be useful for in excess of two years.

Director Overacker asked if approval of the proposed budget needed to be accomplished at this meeting. Chief Wennhold stated that since this was not an agenda item, no action could be taken at this time. He added that a thorough review was most appropriate. He reminded the Board that this is a preliminary budget and that the final budget is not due until September. This allows time to make adjustments based on Board input. At this point, the proposed budget will be on the June meeting agenda.

Chief Wennhold asked the Board to consider that if the citizens' tax initiative succeeds, monies would likely start to be realized early in 2023. Funds are projected at possibly \$400,000 per year. The additional revenues would allow for changes in staffing patterns, equipment, etc. with approximately 70% of the funds being devoted to staffing.

- Admin report –
  - b) The DMV paperwork on 4 of the 5 vehicles was received this week, with only 1 remaining to be finalized.
  - d) Supervisor Garamendi has indicated that he is fully in support of the characterization of the PG&E funds relating to Water Enhancement.
- Operations –
  - e) An additional helicopter has been added to resources available out of Columbia. It is a Chinook helo capable of carrying 3000 gallons of water. At this point, though, all surplus funds are going to CALFire, and not local fire districts.
  - f) The turnout for the Firefighters' Association drive-thru Chili fundraiser was disappointing, for a number of reasons. Director Morris suggested that mailings done in advance to the community would be more effective than current efforts. Director Clark offered help with flyers advertising events. Director Meitrott-Tyler felt that a calendar of upcoming scheduled events would also be beneficial.
  - g) The Appreciation Dinner was well received. Chief Wennhold indicated that all the beverages, as well as the trophies awarded, were all donated.
  - i) Although one firefighter has moved on to another agency, 2 members of the Fire Academy will be coming to us from other districts. One new water tender operator will be joining CCFRPD from Ebbetts Pass Fire District.
- Equipment –
  - a) WT-122 repairs will likely total between \$10,000 and \$12,000 and will involve two to three weeks' work.

## 7) Payment of Bills/Claim Transmittals:

Director Overacker questioned the costs surrounding the purchase of additional AEDs. Director Morris asked for clarification as to the purpose and significance of the equipment. Chief Wennhold explained the need for the medical equipment as well as its use in the field.

**Motion to approve all transmittals for payment** – 1<sup>st</sup> Director Morris, 2<sup>nd</sup> - Director Clark  
Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

8) Director's Comments:

Director Meitrott-Tyler referenced the Do-Wooders' contact information.

Director Overacker asked for specifics regarding the Fire Academy graduation ceremony. Chief Wennhold informed all that it would be at the Performing Arts Center at Calaveras High School in San Andreas on June 4<sup>th</sup> at 7:00 p.m.

Director Morris had no comments to add.

Director Clark reminded the group of the ceremony tomorrow at 10:00 a.m. regarding the new Sheep Ranch water tank. Chief Wennhold clarified that CCWD had managed the entire project, using an engineering firm and that we did not have to manage the installation.

Director Cook was grateful that it had been a quiet month fire-wise. He added that he is doing well, personally, and continuing to recover.

Chief Wennhold reminded all the next month's meeting agenda would include both the audit review/approval and the budget review/approval. He also promised to recognize Alan Friend with the designation on Alan's favorite water tender as "Alan's Baby".

9) Adjourn:

**Motion to adjourn regular meeting at 7:40 P.M.** – Director Overacker, 2<sup>nd</sup> - Director Morris  
Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

**Next regular meeting scheduled for June 9<sup>th</sup> at 6:00 P.M.**

Respectfully submitted,  
Diane Lloyd  
CCFRPD Staff

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Bill Wennhold  
Fire Chief



## Minutes REGULAR MEETING BOARD OF DIRECTORS

Station 1, 19927 Jesus Maria Road, Mokelumne Hill, CA 95245  
6:00 P.M. Thursday, April 14, 2022

1) Call to Order:

The meeting was called to order at 6:00 p.m. by Director Cook.

Board members present were Directors Overacker, Meitrott-Tyler, Clark, Cook, and Morris

Others in attendance were Chief Wennhold, Capt. Tedder, Engr. Carpenter, Lt. Williams, Firefighters Debbie Miller, Laura Linzey, Joshua Linzey, Cadet TJ Wennhold and Staff Member Diane Lloyd.

2) Public Comments: There were no public comments.

3) Correspondence: There was no correspondence.

4) Approval of March 10, 2022, meeting minutes:

**MOTION, approve the minutes of March 10, 2022, as presented –**

**Motion by** - Director Overacker, 2<sup>nd</sup> - Director Meitrott-Tyler

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

5) Regular Agenda, Action Items:

a) Mountain Ranch Tank Replacement

Capt. Tedder reported that the tank has been erected. Bids have been reviewed; the accepted bid is for less than \$15,000. Work should begin the week of April 18, 2022.

b) El Rancho Loma Serena Water Tank

Capt. Tedder noted that he has not been hearing good news about the tank. It has been filled 1 ½ times and estimated that 5,000 gallons had been lost. He spoke to and met with R. A. Pargett, the contractor who performed the job. During the time they reviewed the tank, no additional water had been lost. Mr. Pargett offered his suspicion to Capt. Tedder that theft was involved, however there was no evidence of such upon review of the trail camera in place. Capt. Tedder has ordered a hydrant lock to be installed as soon as possible. His opinion is that there is a faulty gasket.

c) Updates, Policy Manual Review and Website redesign

Policy & Procedure Manual Review (PPM)

Director Meitrott-Tyler reported that the review of the PPM has been completed and shared a summary of changes. She will be sending the revised edition to appropriate personnel for further review. She has spoken to Lt. Tedder regarding timing needed for the review and he indicated that 45 days should be sufficient.

#### Website design update

Director Meitrott-Tyler indicated that she and Director Clark continue to work with Mike Burns, webmaster. Director Clark is actively working with Wix, a free website development program. He shared the link to his initial efforts. He also asked for input on the design, any photos which could be shared to the site, and any additional content that would be appropriate to include. He cautioned that it is a work in progress. The link is <https://bclark2274.wixsite.com/centralcalaverasfire>.

#### d) JPA Update

Director Meitrott-Tyler was pleased to report that the November ballot measure has been validated by the County Elections Office and that the Calaveras County Board of Supervisors (CCBOS) has made it official. She attended the CCBOS Board meeting and noted that the matter was on the consent agenda.

Director Clark indicated that he had not received Director Meitrott-Tyler's latest correspondence related to the JPA. Director Meitrott-Tyler will resend it to him.

#### e) Resolution 2022-040-01, Disposition of Wood Processing Equipment

Chief Wennhold stated that he had met with Calaveras County Supervisor Jack Garamendi the previous week. Supervisor Garamendi had opposed the previous effort to transfer the equipment to a group in Amador County. Chief Wennhold went over the resolution penned by former Deputy Chief Stone regarding the transfer of the equipment to the Do Wooders in Arnold. Chief stated that if CCFRPD cannot use the equipment, it should be returned to the County. There was conjecture as to where the equipment is currently physically located, but that it is likely being stored on Mr. Stone's property. Chief informed all that the equipment trailer should have a license but that there is no paperwork in our possession, to our knowledge.

Director Cook asked Chief if the department is interested in the transfer to Arnold. He responded affirmatively. Director Clark asked how the equipment was originally purchased. Chief stated that it belongs to CCFRPD. He added that our independent auditor has concerns with the ownership issue.

Chief Wennhold reiterated that his meeting with Supervisor Garamendi was a positive, productive meeting. He stated that future meetings are likely and that, as Supervisor of our District, Mr. Garamendi will be fully supporting CCFRPD at the County level.

In order to affect a transfer of the assets, the Board must rescind the previous resolution then formally approve the new resolution. Chief Wennhold added that CCFRPD has already declared the assets as surplus.

Director Meitrott-Tyler offered that this solution is a win in that the equipment will stay in the County and will benefit County residents.

Bob Smith of Smith Grinding arrived during this portion of the meeting. He informed the Board that he maintains an equipment yard not far from Station 1. He offered to store the wood processing equipment until further disposition. Chief Wennhold thanked him for his offer and said that his generosity would be taken under consideration.

**MOTION, approve RESOLUTION:2022-04-01 APPROVING THE CALAVERAS COUNTY PG&E FIRE RECOVERY AND FIRE PREPAREDNESS PROGRAM, ADMINISTERED BY THE CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT AND FUNDED BY CALAVERAS COUNTY – PHASE 3 (CLOSEOUT AND DISPOSITION OF EQUIPMENT)**  
**Motion by** - Director Clark, 2<sup>nd</sup> - Director Meitrott-Tyler  
Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

Chief Wennhold will contact Mr. Stone regarding retrieving the equipment to be transferred.

f) Form 700 Distribution

At the last Board meeting, Chief Wennhold distributed Form 700 to all attending directors. Director Cook noted that since he was not at the meeting, he would need the form as well. Chief offered an example of a completed form. Individual government agencies retain the Forms 700 in their files. Conflicts of interest, both perceived and real, prompted changes in procedures regarding the form. Chief noted that the form can be quite simple, needing no attachments. He stated that Director Clark's Form 700 may be more complicated due to the fact that he owns a business which has been a vendor to CCFRPD. He reassured everyone that it is all about direct financial benefits to elected officials. Copies of the completed Forms 700 are kept on file in the CCFRPD office. They are not posted publicly, however the public may access them following Freedom of Information Act protocols.

Staff member Lloyd is to scan and email a blank form for Director Cook to complete. She is also the one to whom the Board needs to give their completed forms.

Chief Wennhold reminded everyone that a Form 700 must be filed every year. Also, a formal Conflict of Interest Policy must be approved by the Board every other year.

g) Notice of 2022 Board Elections

Chief Wennhold informed the Board that he had confirmed with the County Elections Office that all five Board seats expire this year. Each seat has a specific term of service. They are as follows:

Director Morris	2 years
Director Meitrott-Tyler	2 years
Director Clark	4 years
Director Overacker	4 years
Director Cook	4 years

The directors must agree on the open seats. Applications are open with the county from July 18<sup>th</sup> through August 12<sup>th</sup>. If the same number of applicants equals the same number of available seats, no ballot would be necessary (avoiding election costs).

If there are only 4 applicants, a 5<sup>th</sup> board member could be appointed.

If there are 6 applicants for the 5 open seats, an election will be necessary.

Chief Wennhold stressed that service on the Board of CCFRPD is a personal choice. He reviewed the protocol of the process, stating that the county publishes the vacancies and the candidates for said vacancies. If a board member does not wish to continue to another term, recommendations for suitable candidates are welcome. He again cautioned that the District needs continuity in order to continue to move forward. He reiterated that each board member must apply with the county and that CCFRPD cannot do it for them. The easiest way is to access the

county website for an application.

Director Meitrott-Tyler added that a robust turnout is expected for this year's elections. She said that the JPA had purchased the voter rolls, as part of the next steps for the citizens' initiative. Work has started on the plan for rollout of the next steps regarding contacting voters. Chief Wennhold also stated his optimism for Proposition A.

At this point in the meeting, Capt. Tedder introduced Scott, who had just arrived at the meeting. Scott lives on the Stone property and has keys to the wood processing equipment. He stated that he did not have a vehicle powerful enough to actually move it anywhere, but Chief Wennhold assured him that CCFRPD has vehicles which can readily do the job. He was thanked for his help. Chief Wennhold will be contacting him regarding the transfer.

#### 6) Chief's Department Report:

- Admin report –  
In addition to other matters, Chief's meeting with Supervisor Garamendi included discussion of the administration of PG&E funds. Mr. Garamendi was surprised to learn of the replacement of the Mountain Ranch water tank. The Supervisor was pleased that we are moving forward with water enhancement. Chief used the opportunity to obtain clarification as to whether mobile resources would be considered to fall under the water enhancement category (i.e., a used water tender). Supervisor Garamendi assured Chief that he would readily support that interpretation.
- Operations –  
Chief expanded on the information provided as to number of calls. We are already ahead of last year's year-to-date by 41 calls. He specifically wanted to put on the record that CCFRPD did an outstanding job on the 2 significant structure fires in March. His greatest concern this year is the anticipation of it becoming the worst fire season ever. Vegetation is drying up earlier this year. Moisture levels, normally 20% at this time, as down to 14% and worsening daily. He also noted that CalFire would be staffing all their stations starting on Monday, April 18<sup>th</sup>.  
h) The RCF 50% match grant is being worked on. Director Meitrott-Tyler asked if the District's 50% would come from PG&E funds, but Chief Wennhold indicated, no – the money will come from the department.
- Equipment –  
E123 should be back in service in 2 to 3 weeks with a completely rebuilt motor  
Of note, there was a leak in the kitchen at Station 1 last week. As a result of the damage, the floor needs to be redone. The leak has already been repaired.

Former Deputy Chief Jeff Stone arrived at 7:00 p.m. and joined the audience.

#### 8) Payment of Bills/Claim Transmittals:

Director Meitrott-Tyler offered kudos to Staff Member Lloyd for the improvements made so far on the office's accounting processes. Director Overacker agreed that Staff Member Lloyd was doing an excellent job.

**Motion to approve all transmittals for payment** – 1<sup>st</sup> Director Meitrott-Tyler, 2<sup>nd</sup> - Director Clark  
Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

9) Director's Comments:

Director Overacker brought a copy of the most recent Strategic Plan, Director Meitrott-Tyler indicated that she would like a copy. Staff Member Lloyd is to email a copy to her.

Director Clark thanked the department for its continued dedication and commitment.

Director Cook shared his recent experiences with the medical services he encountered which was prompted by the serious health issues with which he has been dealing. He wanted the Board to know that he was facing serious challenges but that he would serve the District for as long as he is physically able. Director Clark voiced his appreciation for Director Cook's dedication and guidance and Director Overacker thanked Director Cook for sharing what many would find difficult to share.

10) Adjourn:

**Motion to adjourn regular meeting at 7:20 P.M.** – Director Overacker, 2<sup>nd</sup> - Director Clark

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

10) Closed Session: Pursuant to Govt Code 54957 – (Personnel Review, Fire Chief) – **Motion - Clark, 2<sup>nd</sup> - Overacker to adjourn to a Closed Session at 7:26. Ayes: 5 – Nays: - 0 Motion carried.**

**Motion Morris, 2<sup>nd</sup> Meitrott-Tyler - to Return to Regular Session at 8:20, Ayes: - 5, Nays: - 0 – Motion carried. There were no actions taken during the closed session.**

11) Adjourn – **Motion Meitrott-Tyler, 2<sup>nd</sup> Clark - To adjourn the regular meeting at 8:21 – Ayes: 5 – Nays: 0**

**Motion carried.**

**Next regular meeting scheduled for May 12th at 6:00 P.M.**

Respectfully submitted,  
Diane Lloyd  
CCFRPD Staff



# **Central Calaveras Fire & Rescue Protection District**

19927 Jesus Maria Road, Mokelumne Hill, CA 95245

(209) 754-4330

[www.centralcalaverasfire.org](http://www.centralcalaverasfire.org)

Bill Wennhold  
Fire Chief



## **Minutes REGULAR MEETING BOARD OF DIRECTORS**

**Station 1, 19927 Jesus Maria Road, Mokelumne Hill, CA 95245**

**6:00 P.M. Thursday, March 10, 2022**

### **1) Call to Order:**

The meeting was called to order at 6:01 p.m. by Director Overacker in Director Cook's absence.

Board members present were Directors Overacker, Meitrott-Tyler, and Clark.

Director Morris arrived at 6:12 p.m.

Absent: Director Cook (excused)

Others in attendance were Chief Wennhold, Capt. Tedder, Engr. Carpenter, WTO Tyler, WTO D. Tyree, Support S. Tyree, and staff member Diane Lloyd.

Chief Wennhold updated all as to Director Cook's welfare. Director Cook still has health issues but is slowly getting back on his feet.

Director Overacker noted that he will be back from his travels in time for the next scheduled meeting.

### **2) Public Comments:** There were no public comments.

### **3) Correspondence:**

Chief Wennhold reported that he had received an email from former Deputy Fire Chief Stone regarding a request from Calaveras County Supervisor Jack Garamendi. Supervisor Garamendi asked that the wood processor and its accompanying trailer be transferred to the Arnold Chapel in the Pines Do Wooders program. Chief Wennhold stated that he has not had an opportunity to meet with Supervisor Garamendi to discuss the ownership of the equipment. He also pointed out that he would be informing the Supervisor that future communications should be directed to Chief Wennhold and not Mr. Stone. Chief briefly addressed the issues surrounding the purchase of the equipment as it relates to the pool of funds allocated to CCFRPD from the PG&E settlement. Director Meitrott-Tyler offered her take on the PG&E fund disbursements. Chief Wennhold pointed out that our independent auditor had questioned why funds were expended on equipment that the County was, in effect, "taking back". Chief used a recent grant experience as an example: DC Tedder had secured a shared grant with two community partner organizations. The partners did not perform to the criteria of the grant and the money they received is to be returned.

Chief recapped that the PG&E funds allocated to CCFRPD total approximately \$650,000. To date, we have only received \$128,000.

Director Overacker mentioned that the funds were to be expended by a certain date, originally April 30, 2022. Chief Wennhold informed all that the Calaveras County Board of Supervisors had recently met and extended the date to December 31, 2022, due to the difficulties created by the COVID pandemic as well as resulting supply chain issues.

4) Approval of March 10, 2022, meeting minutes:

Director Meitrott-Tyler submitted suggested corrections to the February 10, 2022, minutes as follows:

6.a.1 - Correct “Chief reported we still need a wrench or tool to open **and** close the valve under the tank; he will have Captain Tedder look at it.”

6.b - Correct to read “Director Meitrott-Tyler and Lt. Cleland will be opening it all up to other comments once their work is done.”

7 - Equipment. Correct “The equipment had been originally purchased with grant funds.” Currently reads “grand” funds.

8 - Director’s Comments - Additional water storage discussion was not specific to a tank. Suggest rewriting as follows:

“Director Meitrott-Tyler inquired about an opportunity involving additional water storage at Gate 5 in El Rancho Loma Serena. Chief Wennhold stated his concerns about the storage tanks not being supplied with a replenishment source and that efforts should be focused on water retention around water sources. Director Meitrott-Tyler said that she will do some additional research feeling that the opportunity for an added water source could be of benefit. Chief shared that the water from the old tank in Mountain Ranch had been stored in the pond at Sender’s but that the pond gate was opened resulting in the loss of all of it, but the transfer evolution was great training.”

All agreed with the recommended edits. Director Overacker asked that proposed changes to the minutes be communicated to all board members for greater efficiency as well as an opportunity to review said changes. Director Meitrott-Tyler agreed that it was a good idea.

**MOTION, approve the minutes of February 10, 2022, with suggested revisions –**

**Motion by** - Director Meitrott-Tyler, 2<sup>nd</sup> - Director Clark

Ayes: 4 - Nays: 0 - Abstain: 0 - Absent: 1 - **Motion carried**

8) Regular Agenda, Action Items:

a) Mountain Ranch Tank Replacement

Director Overacker stated that the tank looks good. Captain Tedder reported that the tank is now done but we are slow in getting bids regarding plumbing work. Contractors want the pipes exposed. There is one bid in at \$19,000 and another contractor is working on a bid. Captain Tedder hopes to have the project completed within a month. He also made comment that the El Rancho Serena tank has a 6” outlet with no vent. All potential vent holds are sealed, thus no water is going in. He said this will need to be addressed with Ron Pargett.

Director Overacker asked if an additional tank would be able to be used. Captain Tedder indicated that he had a workaround but that the process was not automatic.

b) Updates, Policy Manual Review and Website redesign

Policy & Procedure Manual Review (PPM)

Director Meitrott-Tyler reported that she and Lt. Cleland had completed their review of the entire PPM. Changes made include easier readability and better alignment. She stated that experts on the various subject matter would need to also perform a review, i.e., Lt. Tedder would review the Training section. Director Meitrott-Tyler said that these documents will be going out to those experts. She requested emails from interested parties who have any suggestions or edits.

#### Website design update

Directors Clark and Meitrott-Tyler, as well as Mike Burns, webmaster, continue to work on this project. Access has been arranged and Director Clark is working on a website mockup. Director Meitrott-Tyler stated that this would be a high-level design document and that subject experts would again be used to lend their expertise. Director Clark will be developing the site from scratch. He cited the El Dorado Hills website as one to emulate. Once complete, it will all be given to Mr. Burns to upload. Director Meitrott-Tyler commended Director Clark for his expertise and excellent teamwork.

#### c) JPA Update

Director Meitrott-Tyler stated that there had been no JPA meeting but that one was scheduled for later in March. The JPA has met its signature gathering goal, which is currently being validated by the County Elections Office. The desire is to have the initiative ready for the general election in November, as it gives the JPA even more time to promote the issue.

Director Overacker asked about the countywide efforts by the JPA. Director Meitrott-Tyler stated that it had not yet been addressed. Chief Wennhold spoke toward more community involvement but noted that all need to be careful not to cross the line into a political statement as this is a citizens' initiative. Director Meitrott-Tyler said that needs to be further discussion on these issues at the JPA meetings.

#### d) Reports from Board Training Workshop

Director Clark reported on the FDAC Leadership training, which took place over a two-day period in Murphys. In attendance at the training were Directors Clark and Morris. Director Meitrott-Tyler was unable to attend due to illness.

Director Clark stated that the training gave him a foundation of what questions to ask, also covering the Brown Act, Health & Safety Code as relates to fire districts, interactions with community, board responsibilities, etc. – a very wide range of subjects. The concept of customer service was stressed. He also mentioned the emphasis of having a Strategic Plan in place, noting that CCFRPD's Plan is a couple of years out of date and needs to be revisited.

He also mentioned that the way some board meetings are conducted, there are public comments allowed after each agenda item. Chief Wennhold directed everyone's attention to the Public Comment information included at the bottom of the first page of each meeting's agenda.

Director Clark spoke toward posting positives on the CCFRPD website and Facebook page, keying in on human interest-type content. He also stated that the training provided him with a renewed sense of purpose and a desire to provide even stronger support to CCFRPD and its board.

He informed all that the instructors had said they would be willing to come back to the area to provide training again and that there were also week-long classes coming up in April at a Napa venue.

Chief Wennhold agreed that the Leadership training was a positive for the board, noting that firefighters train all the time and that it benefits all.

#### e) Form 700 Distribution

Chief Wennhold indicated that Form 700 had been included in the board members' meeting packet. He explained that the purpose of the form is to improve transparency. Once completed, the forms are kept on file at the CCFRPD office at Station 1 and are available for public review. He asked all board members to please complete the form and submit to staff member Diane Lloyd for filing with other required board documents.

f) Stipend Review and Modifications

Chief Wennhold, referencing the financial statements, revised the format for simplicity and ease of use. He went through the information contained on the balance sheet, pointing out the highlights. He noted that there are unspent PG&E funds available, which will be part of his discussion with Supervisor Garamendi. There is a total of \$600,000 earmarked for CCFRPD.

Chief Wennhold shared that some fire districts wait to pay out strike team money until it has been received from OES and related agencies. CCFRPD is an exception to this practice, as our firefighters are paid for strike team participation in their regularly scheduled paychecks. Director Clark commended the district on this practice. At the Leadership Training, he discovered one other district that paid half but that all others wait for remuneration. Chief pointed out the directive from the board on this practice.

He then reviewed upcoming expenses for the balance of the fiscal year ending June 30, 2022, noting that we are on track to add \$205,000 to reserves at year end.

As a result of this analysis of current and projected funds, he addressed the biggest challenge to our district – struggling to keep staff. He explained the daily stipend to all, also reviewing the research done by San Andreas Fire. His conclusion was to propose an additional \$50/day increase across the board for stipends. He referenced the dramatically increased cost of living. The end result of enacting his proposal would be a total additional cost of approximately \$17,000 through June 30<sup>th</sup>. At that juncture, we should examine how CCFRP can improve the hourly wage for permanent staff.

Director Clark responded positively, stating the improving the lives of our firefighters benefits not just them but also our community. Directors Overacker and Meitrott-Tyler also made statements of support for the action, again citing retention of staff as a prime goal.

Director Overacker added that he feels it is time to do an assessment of the Fire Chief's compensation. Chief Wennhold responded that his personal goals are to preserve line staff and ensure equipment is available to protect and serve the community, not his own compensation. He added that any discussion of wages must be in open session, with Director Clark agreeing that protocols must be followed regarding informing the public of such discussions.

Chief Wennhold recommended that the stipend increase be instituted on the next available pay period.

**MOTION, approve an increase of \$50 per day across the board in the payment of stipends, to be effective at the next available period –**

**Motion by** - Director Bryan, 2<sup>nd</sup> - Director Meitrott-Tyler

Ayes: 4 - Nays: 0 - Abstain: 0 - Absent: 1 - **Motion carried**

6) Chief's Department Report:

- Admin report –
  - c) The Ford Explorer cannot be sold until the DMV issues are resolved. Diane will be going to the DMV to address this.
  - d) Our independent auditor Blomberg is pleased with the presentation of the books and records provided to him this year.
- Operations –
  - e) A correction was made to state “February”, not “January”, number of calls
  - g) Captain Tedder noted that there may be some donations made to the department as a result of the honor service conducted for Alan Friend. Director Clark reminded staff to be sure to follow up with thank-you letters. Chief Wennhold stated his desire to have Alan’s name put on WT121, as it was Mr. Friend’s favorite.
  - h) Re: the USDA Fire Assistance Grant, this is the first time we have applied for it. We must order and pay for the equipment up front. Once it has been paid for, we would be reimbursed 50% of the cost. Director Clark asked if there was a dollar limitation. Chief Wennhold added that he had just received the grant packet today but that the threshold was \$20,000. Additionally, there is a FEMA grant for a new water tender, which could be awarded in perhaps September or October.`
- Equipment –
  - d) With the upcoming return of E121 from the shop in Sacramento, Director Meitrott-Tyler asked the status of painting the equipment, as was previously proposed. Chief Wennhold said that unfortunately, other priorities had popped up and the painting had been placed on a back burner for now.
  - e) The latest grant funds from the hospital have been spent but more money may become available later this month.

Chief Wennhold informed all that he had reserved the Mountain Ranch Community Hall for Friday, April 29<sup>th</sup>, for the Firefighters’ Appreciation Dinner. He stressed that it would just be the CCFRPD people and their families. Ann Jasper, Up Country Catering, has the menus, with meals coming out to about \$25 - \$30 each. Chief anticipates 100+ attendees. He suggested perhaps that the Firefighters’ Association could help offset the costs. There would be a social time at 5:30 with dinner following at 6:00.

#### 8) Payment of Bills/Claim Transmittals:

**Motion to approve all transmittals for payment** – 1<sup>st</sup> Director Meitrott-Tyler, 2<sup>nd</sup> - Director Clark  
 Ayes: 4 - Nays: 0, - Abstain: 0, - Absent: 1, **Motion carried**

#### 9) Director’s Comments:

Director Meitrott-Tyler offered a puppy update on the puppies injured in a recent fire call. She said that 3 are at home, 1 with its owner, and all have been placed. She also asked, “Did we not discuss committee assignments?” Chief Wennhold said that he left it off the agenda for a couple of reasons – one is that Director Morris is new to the board and its functions, plus Director Cook is still out for health reasons. He informed all that other departments have finance and personnel committees, but that San Andreas, for instance, has no committees.

Director Clark commented that he is still focused on the IT needs of the department.

Director Overacker reminded the group that this is his last year of service on the board. He felt that it

was important to bring up various matters that comprise the history of the department. When he joined the District in 2006, we had 3 Captains. In 1999, we offered full medical, CalPERS, etc., one of the best compensation/benefit packages in the County.

He felt the department had started out very robust but that it began to dwindle starting in 2008. He again stressed the value of learning from the past and that it was important to continue to review our history.

Chief Wennhold shared that he was driving his red pickup this week, as the white Suburban is in the shop for the hood to be painted. The paint had deteriorated to the point it was flaking off. He gave the board a heads up that he would be writing a personal check for the job which he will submit for reimbursement, as the vendor does not take credit cards. He also mentioned Engr. Carpenter's vehicle; all agreed that it is in great need of cosmetic work.

Director Clark asked if anyone has photos which would be suitable for the website, to please let him know. Once the structure of the website has been built, content will be key, and photos make it more attractive.

9) Closed Session: There was no closed session.

10) Adjourn:

**Motion to adjourn at 8:03 P.M.** – Director Meitrott-Tyler, 2<sup>nd</sup> - Director Morris

Ayes: 4, - Nays: 0, - Abstain: 0, - Absent: 1, - **Motion carried**

**Next regular meeting scheduled for April 14<sup>th</sup> at 6:00 P.M.**

Respectfully submitted,  
Diane Lloyd  
CCFRPD Staff

# Central Calaveras Fire & Rescue Protection District

19927 Jesus Maria Road, Mokelumne Hill, CA 95245

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Bill Wennhold  
Fire Chief



## Minutes REGULAR MEETING BOARD OF DIRECTORS

Station 1, 19927 Jesus Maria Road, Mokelumne Hill, CA 95245  
6:00 P.M. Thursday, February 10, 2022

### 1) Call to Order:

The meeting was called to order at 6:03 p.m. Present were Directors Cook, Overacker, Meitrott-Tyler, and Clark. Others in attendance were Chief Wennhold, Lt. Cleland, Engr. Carpenter, Deborah Miller, staff member Diane Lloyd, and Jennifer Morris.

### 2) Review of Applications for Board Vacancy and Appointment of New Board Member:

There were two applications for the board vacancy. One was submitted by Deborah Miller, a volunteer firefighter and former staff member of CCFRPD. The second was submitted by Jennifer Morris, Postmistress of the Mountain Ranch Post Office and former CCFRPD Board member.

It was noted that Ms. Miller is well-known by the Board for her contributions and experience with CCFRPD. Director Cook opened the floor for questions of Ms. Morris. Director Clark asked Ms. Morris what had happened during her previous term on the Board. Ms. Morris replied that the treatment she received from previous members of the Board had made it difficult for her to contribute. Director Cook expanded further on the uncomfortable situation in which Ms. Morris felt she had been placed. He also stated that he felt she had been treated unfairly. Director Meitrott-Tyler asked Ms. Morris what her specific passion was for serving on the Board. Ms. Morris responded that it grew from her involvement with a local focus group dedicated to fire district issues.

Director Cook then called for a motion to appoint one of the candidates.

### **MOTION, approve the Appointment of Jennifer Morris to the Open Board Position -**

**Motion by** - Director Overacker, 2<sup>nd</sup> - Director Meitrott-Tyler

Ayes: 4 - Nays: 0 - Abstain: 0 - Absent: 0

Director Morris was asked to join the rest of the Board at the front of the room. Director Cook subsequently administered the Oath of Office to the new Director. Director Cook also thanked Deborah Miller and conveyed his appreciation for her continuing dedication to the District.

### 3) Public Comments:

There were no public comments.

### 4) Correspondence:

Chief Wennhold reported that correspondence had consisted of the two applications for the Board vacancy and a number of regular bills.

5) Approval of January 13, 2022, meeting minutes:

Chief Wennhold has streamlined the Board packets in order for the Board members to receive the meeting information earlier. He noted that the agenda and minutes have all been posted in a timely manner.

Director Cook stated that he had not had an opportunity to read the previous meeting's minutes and asked to take a few minutes to do so.

Director Meitrott-Tyler noted a correction was needed regarding the wording in section 6b) to clarify what the legal costs pertained to in reference to the Policy & Procedure Manual review. She added that in section 6a2), the grinding work needs to be specifically identified as work to the pad area.

**MOTION, approve the minutes of January 13, 2022 –**

**Motion by** - Director Overacker, 2<sup>nd</sup> - Director Meitrott-Tyler

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

6) Regular Agenda, Action Items:

a) Community water projects

1) El Rancho Loma Serena Water Tank

Chief Wennhold reported that the tank is complete. He has conveyed specific directions to R. A. Pargett. The contractor's bid of \$8,800 was more than expected but the work has been completed. Chief Wennhold has requested an invoice from Mr. Pargett but instructed that the bill not be paid until the tank is tested. It is ready to fill with 5,000 gallons of water (1 ½ water tender loads). Director Cook asked if the tree that obstructed part of the area had been removed, Chief indicated he was not sure but that he would check it out. Chief reported we still a wrench or tool to open and close the valve under the tank, he will have Captain Tedder look at it. We are now ready to submit the paperwork needed by the County in order to obtain reimbursement from our allocated PG&E funds. Director Cook further explained to all the process regarding PG&E funds. Chief Wennhold noted that this action is not a Board level decision.

2) Mountain Ranch Tank Replacement

Chief Wennhold shared that Captain Tedder was unable to attend this meeting due to other obligations and that he would be reporting in the Captain's stead. The tank was in Arizona on February 9<sup>th</sup>, we have cleared it with Sender's to deliver it directly to their yard for staging prior to assembly. The parts are supposed to arrive today and will require a forklift to unload. The County Building Department has signed off on the cement work on the pad. One bid for \$15,000 has been received on the plumbing, we are waiting for a second bid. Next step will be an electrician to install the backup generator as well as plan for the installation of a propane tank. The PG&E reimbursement paperwork has not been completed. Director Cook added that the backup generator is being stored at Sender's, sharing that it is a \$19,000 generator that we obtained for \$2,500. Chief Wennhold indicated there would be an update next month and that the water should be in before fire season. Director Cook said that we need to thank Alan Sender for all the support he and his company have given us.

b) Updates, Policy Manual Review and Website redesign

Policy & Procedure Manual Review (PPM)

Director Meitrott-Tyler asked that everyone refer to the updated PPM workflow documents. The



workgroup has shifted its approach, more fully engaging CCFRP staff. Director Clark has been directly involved in resolving computer software incompatibilities. He moved the work product to Google for ease of use to all. Director Meitrott-Tyler indicated that they have gone through 33 of the original 64 pages so far. Chief Wennhold's input will be necessary. She feels that completion of the project by September 2022 is realistic.

Director Overacker thanked Director Meitrott-Tyler for taking on this project. Director Cook noted how much time this process had taken in the past. He asked that, as a sign of respect, the manual's preface should include the titles of those who contributed to the work. Director Meitrott-Tyler and Lt. Cleland will be opening it all up to other comments once their work is done.

#### Website design update

Chief Wennhold, Directors Clark and Meitrott-Tyler, and Mike Burns, webmaster, are actively working on the project. It is a high-level design document. At this stage there is no one to backup Mr. Burns as webmaster. With Director Clark's inclusion on this task, we are making headway. Chief Wennhold will be going through the existing website. He has also asked for analytics regarding the site as he wants to focus on the areas most requested by site users. It was noted that one of the goals is to make the website more user-friendly.

#### c) JPA Update

Director Meitrott-Tyler stated that there had not been a recent JPA meeting but engagement with the citizens' initiative continues with actively gathering signatures in Mountain Ranch, Copperopolis, and San Andreas with different signature gathering approaches being used. To date there are 2,155 signatures gathered with a remaining gap of 317 to make the minimum. Progress has been affected by COVID regulations in place, the focus now is on registered voters and the getting a positive message out.

Chief Wennhold reported that there had been another change in the situation relating to Joel Schwartz' leaving. Mr. Schwartz will be coming on board as Executive Officer of the JPA at no compensation. Director Cook added his apologies that he hasn't been able to get out to further promote the project.

At this point, there was a break in the proceedings in order to issue the Oath of Office to Director Morris (please see Item #2 on page 1 of this document). After Oath had been administered, staff member Diane Lloyd asked that Director Morris get with her to complete the Contact Information Form for the District's records.

#### d) Nominations and Elections of Board Officers for 2022

Director Cook prefaced the discussion by stating that he and Director Overacker were the only members of the Board with years of experience regarding fire operations, noting that Director Overacker has served for 16 years. Director Cook also has extensive experience as well, notable with Mountain Ranch Fire Department in addition to his management background. The main problem to be addressed is the learning curve for new members of the Board. Director Clark's business acumen was noted, as well as Director Morris' level of service with the U. S. Postal Service for many years. Director Overacker stated that he does not want the position of President of the Board. Director Cook said that he had originally planned on nominating Director Overacker for that position. He then asked for volunteers.

Chief Wennhold suggested that the newest Board members attend a two-day training in Fire District Leadership. The training is sponsored by the Fire Districts Association of California and is being held in Murphys on February 25<sup>th</sup> and 26<sup>th</sup>. The training will focus on Special Districts' law, labor codes relating to fire districts, the Brown Act, and reporting compliance. As members of FDAC, the Board members may attend at a cost of \$300 each. A posting as a Special Meeting of the Board would allow district business to be discussed at the event. Directors Clark, Meitrott-Tyler, and Morris all agreed to attend, the District will be covering the cost of registration. Director Cook agreed that all three new Board members would benefit. Staff member Diane Lloyd agreed to make the arrangements.

Director Cook brought up his concern regarding department emails, reminding all the email addresses (@ccfrpd.org) belong to the District. He was uncomfortable with receiving emails unrelated to the District at those addresses. He specifically mentioned emails sent by Central Calaveras Firefighters' Association (CCFA). Staff member Diane Lloyd, an officer of the Association, explained why some @ccfrpd.org email addresses were used for announcing CCFA meetings. Director Clark expanded on some of the recent spam issues the District has been encountering.

Director Clark then offered great respect for Directors Cook and Overacker and suggested that CCFRPD maintain the status quo re: officer positions. The Policy Manual states that the Board annually elects officers. Director Meitrott-Tyler said that she feels that for stability and the well-being of the District all current roles should remain the same. Director Cook asked Director Morris for her opinion, she had no objection or desire to assume new duties yet. Director Cook indicated that he would like to nominate Director Morris as Secretary of the Board. Director Meitrott-Tyler said that she understood that Director Morris wished to be a Director-At-Large, and not an officer. Director Meitrott-Tyler then offered to take on the position of Secretary.

**MOTION, approve the Nomination and Election of Director Meitrott-Tyler to the position of Secretary of the Board –**

**Motion by** - Director Overacker, 2<sup>nd</sup> - Director Clark

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

**MOTION, approve the Nomination and Election of Director Overacker to the position of Vice President of the Board –**

**Motion by** - Director Meitrott-Tyler, 2<sup>nd</sup> - Director Clark

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

**MOTION, approve the Nomination and Election of Director Clark to the position of Treasurer of the Board –**

**Motion by** - Director Overacker, 2<sup>nd</sup> - Director Meitrott-Tyler

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

**MOTION, approve the Nomination and Election of Director Cook to the position of President of the Board –**

**Motion by** - Director Meitrott-Tyler, 2<sup>nd</sup> - Director Morris

Ayes: 5 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

After some discussion, it was decided to shelve the Committee assignments until the next regular meeting of the Board. Chief Wennhold noted that the only current active committee is the PPM Committee.

7) Chief's Department Report:

- Admin report –
  - a) Strike team deposits now total \$390,000.
  - b) The Mark Twain Healthcare Grant of \$19,053 was a shared grant, with \$12,000 being paid to the community partners.
  - c) Grants update – Current grant project worksheets need to be submitted, noting that 7 AEDs are obsolete but 2 new ones have been ordered. DC Tedder has rewritten the FEMA grant for the water tender. Director Cook reviewed the history of the District re: staffing, noting that in mid-2015, the District lost 2 of 3 officers. He is concerned that there is not enough money to keep staffing at a sufficient level and that the SAFER grant is necessary to keep up staffing momentum. Director Overacker asked if grants stay “in-house”? With shared grants what is our responsibility to ensure compliance? Chief Wennhold assured the Board that DC Tedder is well-versed in establishing the required compliance. He confirmed that oversight is critical and will share the process with the Board.
  - d) A presentation made to the Community Club re: the .1 cent fire safety sales tax. Those present asked valid questions and seemed supportive. The citizens fire safety committee circulated signature forms for interested parties to sign tonight. The information was presented by Dana Nichols and Chief Wennhold.
  - e) The County BOS has voted to extend the window for spending the PG&E funds to December 2023.
- Operations –
  - a) Chief noted the department's participation and respect in attending the memorial service for the fallen Stockton Fire Captain. Almost 3,000 people attended along with around 250 engines from departments throughout the State. The memorial was posted appropriately on Facebook.
  - b) The District will be sending as many firefighters as possible to the tribute for Alan Friend on February 26<sup>th</sup>, Lt. Cleland and Engr. Carpenter will serve as Honor Guards and the District will provide the fallen firefighter bell ceremony.
- Equipment –
  - a) E-121 is still 2-3 weeks out from being back in service. Chief Wennhold asked the Board to consider painting the unit red to match the other vehicles.

Chief shared that he had received an email on February 6<sup>th</sup> from County form former Deputy Fire Chief Stone indicating Supervisor Garamendi was now asking to donate the former wood processing equipment to the Arnold area “Do-Wooders”. The equipment had been originally purchased with grant funds. CCFRPD's outside auditor has asked how it worked that if the fire district bought the equipment why did the District give it back to the County? Chief will contact Supervisor Garamendi and confirm the history and how to proceed.

Chief indicated with many changes to the Board that the bank accounts needed to be updated and also mentioned that the appreciation dinner has been put off until likely late April. He suggested that it be catered in order for it to truly be an appreciation and thank-you rather than another event at which the firefighters are doing all the work and should be reserved for fire department members and their family. Director Clark offered the use of the church he attends as a back-up venue if the Mountain Ranch Community Club is not available.

8) Payment of Bills/Claim Transmittals:

Chief indicated that he will be reviewing the financials with Director Clark in more detail and pointed out that a strike team worksheet is being included in the Board packets as well as a grant funds recap.

**Motion to approve all transmittals for payment** – Director Overacker, 2<sup>nd</sup> - Director Clark  
Ayes: 5 - Nays: 0, - Abstain: 0, - Absent: 0, **Motion carried**

9) Director's Comments:

Deborah Miller mentioned to the Board that the Fire District sign needs to come down at Mountain Ranch Park corner as we no longer provide services there and the building is being demolished. Chief stated he will have the crew do it the next day. Director Clark added that he is able to recycle the sign at his print shop for use elsewhere.

Director Cook then asked each director if they had any further comments.

Directors Morris and Overacker had no comment.

Director Meitrott-Tyler wondered about an opportunity for additional water storage in the Gate 5 area of El Rancho Loma Serena . Chief Wennhold stated his concerns about the storage tanks not being supplied with a replenishment source and that efforts should be focused on water retention around water sources. Director Meitrott-Tyler said that she will do some research feeling that the opportunity for an additional water source could be of benefit. Chief shared that the water from the old tank in Mountain Ranch had been stored in the pond at Sender's but that the pond gate was opened resulting in the loss of all of it, but the transfer evolution was great training.

Director Cook added that the Sender's should be invited to the Appreciation Dinner.

Director Clark asked that the assembly take a moment to further reflect and additionally respect the recent loss of the Stockton firefighter.

9) Closed Session: There was no closed session.

10) Adjourn:

**Motion to adjourn at 7:55 P.M.** – Director Overacker, 2<sup>nd</sup> - Director Meitrott-Tyler  
Ayes: 5, - Nays: 0, - Abstain: 0, - Absent: 0, - **Motion carried**

**Next regular meeting scheduled for March 10<sup>th</sup> at 6:00 P.M.**

Respectfully submitted,  
Diane Lloyd  
CCFRPD Staff

# Central Calaveras Fire & Rescue Protection District

19927 Jesus Maria Road, Mokelumne Hill, CA 95245

(209) 754-4330

[www.centralcalaverasfire.org](http://www.centralcalaverasfire.org)

Bill Wennhold  
Fire Chief



## Minutes REGULAR MEETING BOARD OF DIRECTORS

**Station 1, 19927 Jesus Maria Road, Mokelumne Hill, CA 95245  
6:00 P.M. Thursday, January 13, 2022**

### 1) Call to Order:

The meeting was called to order at 6:04 p.m. Present were Directors Cook, Overacker, Meitrott-Tyler, and Clark. Others in attendance were Chief Wennhold, Captain Tedder, Lt. Williams, Debbie Miller, Engr. Carpenter, and Diane Lloyd.

### 2) Review of Applications for Board Vacancy and Appointment of New Board Member:

There was one application for the board vacancy. It was submitted by Deborah Miller, a volunteer firefighter and former staff member of CCFRPD. After review of the application, Director Clark asked if there was a conflict of interest between being a Board member and being a member of the firefighting staff. Chief Wennhold assured that there was no conflict, stating that County Counsel had thoroughly looked into similar situations in the past. Director Meitrott-Tyler asked Ms. Miller how she proposed to balance the obligations of her role as Vice President of the Central Calaveras Firefighters' Association and the obligation she would incur as a member of the Board of CCFRPD. Ms. Miller averred that the two roles have a very different set of demands, and that the role of Association Vice President is not time or labor intensive. Director Clark inquired as to whether there would be any potential clash during fire season between her duties as a firefighter and her responsibilities as a board member. Director Cook pointed out that he too is a volunteer with CCFRPD and that his experience has been that the two obligations are not mutually exclusive. Chief Wennhold noted that the State monitors the process of ensuring that there are no fiscal improprieties relating to Board membership as documented each year using the State Controller Form 700. The form requires annual filing which is kept in our files for review if requested.

### **MOTION, approve the Appointment of Deborah Miller to the Open Board Position -**

**Motion by** - Director Clark, 2<sup>nd</sup> - Director Cook

Ayes: 2 - Nays: 0 - Abstain: 2 - Absent: 0 - **Motion not carried**

With no consensus on the appointment Chief will contact the County Elections Department to find out what steps the District should do next.

### 3) Public Comments:

There were no public comments.

### 4) Correspondence:

Chief Wennhold shared that a letter had been received from an accounting firm, asking for the opportunity to perform CCFRPD's annual audit. In the correspondence, they requested a copy of last year's audit. Chief Wennhold pointed out that this falls under the Freedom of Information Act and as a result, our office will comply with their request.

5) Approval of December 9, 2021, meeting minutes:

Director Meitrott-Tyler commented favorably on the quality and detail of the minutes as presented. Director Cook added his compliments as well.

**MOTION, approve the minutes of December 9, 2021 –**

**Motion by** - Director Meitrott-Tyler, 2<sup>nd</sup> - Director Clark

Ayes: 4 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

6) Regular Agenda, Action Items:

a) Community water projects

1) El Rancho Loma Serena Water Tank

Chief Wennhold indicated that a letter has recently been sent to the contractor, R. A. Pargett, which details the tasks remaining to be completed on the project. We have not heard back yet. Chief also asked that if anyone knew of additional, qualified bidders, please speak up. Director Overacker commented that this entire process has been a lesson learned, as it was a good idea which did not go as smoothly as it should have. Chief Wennhold agreed and added that we need to be more specific in future regarding the requirements of a project.

2) Mountain Ranch Tank Replacement

Captain Tedder shared that the vendor has been dragging its feet in addition to the fact that there is a difference of approximately \$14,000 between the initial bid and the actual cost. There is still grinding work that needs to be done in various minor spots. Director Cook stated that there was sufficient help with the digging required. Captain Tedder also noted that there had been no drain included but the problem has since been resolved.

b) Updates, Policy Manual Review and Website redesign

Policy & Procedure Manual Review (PPM)

Director Meitrott-Tyler reported that she is continuing to work on this project. After reviewing the San Andreas PPM the suggestion was made to use it as a benchmark but this doesn't preclude the review of prior PPMs used by CCFRPD. She said that she is collaborating with staff members and volunteers. She has determined that the only expense for this project might be the cost of a legal review of the final document. On a technical note, the team working on the project have had difficulty with their group effort, as team members are using different operating systems on their individual computers. Director Meitrott-Tyler asked if Director Clark would help them with this problem. Director Clark agreed and also asked if the team needed any of the older CCFRPD documents relating to the PPM. Director Meitrott-Tyler indicated that she already has access to the pertinent files. Director Cook then recapped the desired approach to the project concluding with the result desired by the Board of keeping simplicity in mind.

Website design update

There was no website design update.

c) JPA Update

Director Meitrott-Tyler shared that progress on the main project continues. The JPA has instituted an innovative way to gain signatures by using a "drive up" approach. They may be close to their projected numbers but there are concerns that errors such as signatures not qualifying will affect outcomes. Of major concern is the loss of the JPA's financial manager, Joel Schwartz, who has been instrumental in the progress of the project to date. Director

Meitrott-Tyler was the recipient of an email from him indicating his change in roles. The gentleman's role has been as an administrator and not as a firefighter in his affiliation with the Copperopolis Fire Department, which has no formal fire chief. Mr. Schwartz stated that the Copperopolis District is going in a different direction. Unfortunately, Mr. Schwartz has been an integral part of the JPA's processes. Chief Wennhold speculated whether or not there could be a role for Mr. Schwartz at another fire department. Ultimately any final decision on Copperopolis' participation will be made by their board of directors. It was noted that the JPA is supposed to be a joint representation of fire chiefs and boards.

Director Cook stated that he is directly involved in the promotion of the JPA's project due to his involvement with the local public access television. Discussion followed re: the difficulties facing the JPA. Chief Wennhold noted that Dana had hoped for more public venues in which to promote but those have all been nixed due to the latest complications created by the pandemic. Director Cook suggested change of address and voter registration forms be available at the places where signatures are being gathered. Chief Wennhold stated that Dana has a list of actual voters to be contacted. Director Clark thought that there also might be conflicts between physical street addresses versus post office boxes and Director Cook suggested a workaround. Director Meitrott-Tyler made note of the various suggestions.

7) Chief's Department Report:

- Admin report –
  - a) The District has been notified of a grant award from Dignity Health at Mark Twain. The net result for CCFRPD is approx. \$6,000.
  - b) The FEMA grant for a new 2000 gal. water tender would be for \$390,000 if successful. Director Meitrott-Tyler offered compliments to Joanna Tedder for her diligence and skill applied to CCFRPD's grant applications.
- Operations –
  - a) Call data shows 601 calls year to date. Chief and Captain Tedder will be providing supplemental information about monthly call types.
  - b) The County Training Officers Firefighter Academy will be starting in two weeks with a number of our members signed up.
- Equipment –
  - a) Repairs to the motor of E123 are being completed, final cost around \$8,000, far better than the potential \$20,000.
  - b) E121 has had the leaking tank repaired but other issues with plumbing and the radiator have been identified and are being repaired before it returns. Indications still are the tank repairs will be covered under warranty, but we will have to pay for the other items

Chief Wennhold added that he will be meeting with the County Auditor regarding the set up an enhanced way to track our expenses and revenues from the annual special assessment.

8) Payment of Bills/Claim Transmittals:

Chief Wennhold mentioned the Board should be aware that the upcoming propane costs for all five stations was going to be higher than usual because of the recent cold snap and power outages using fuel for the generators.

**Motion to approve all transmittals for payment** – Director Overacker, 2<sup>nd</sup> - Director Clark  
Ayes: 4 - Nays: 0, - Abstain: 0, - Absent: 0, **Motion carried**

9) Director's Comments:

Chief Wennhold alerted the Board that nominations for Board Officers would be at the next regular meeting of the Board. Director Overacker asked that he not be nominated for President of the Board for the coming year.

Chief Wennhold reminded all that at the upcoming election in November, all five Board seats will be open. If there are five applicants for the positions, all five will be appointed by default whereby a formal election and its accompanying costs will be avoided. CCFRPD will receive a detailed advance notice from the County Elections Office regarding the election. The Elections Office will decide on the term of service for each seat.

Director Clark thanked the entire staff for their hard work.

Director Cook stated that we are lucky to have a generator! He also thanked the staff for its performance during the challenges not only faced on a daily basis but during the recent severe weather conditions.

9) Closed Session: There was no closed session.

10) Adjourn:

**Motion to adjourn at 7:30 P.M.** – Director Overacker, 2<sup>nd</sup> - Director Meitrott-Tyler

Ayes: 4, - Nays: 0, - Abstain: 0, - Absent: 0, - **Motion carried**

**Next regular meeting scheduled for February 10<sup>th</sup> at 6:00 P.M.**

Respectfully submitted,  
Diane Lloyd  
CCFRPD Staff