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# LOMA RICA / BROWNS VALLEY COMMUNITY SERVICES DISTRICT

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## MINUTES NOVEMBER 16, 2020

### 1. MEETING CALL TO ORDER:

Present: Biggs, High, Kattuah, Kinkle, Yarborough

### 2. PUBLIC COMMUNICATION: None

### 3. APPROVE MINUTES:

- A. October 19, 2020 Regular Meeting: Motion to approve the Minutes as written Kinkle.  
Second: Yarborough  
Biggs, High, Kattuah, Kinkle, Yarborough —AYE  
Motion carried

### 4. CLOSED SESSION §54957.7 Chief to discuss volunteers

- A. Chair Kattuah closed the session at 7:01pm
- B. Chair Kattuah reopened the session at 7:09pm
- C. Action: requested leave of absence granted through February 22, 2021 Chief Bartsch and Chair Kattuah to send letter of acknowledgement.

### 5. ACCOUNTING: No discussion

### 6. CHIEF'S REPORT (DC Jim Mathias and BC Rob Bartsch):

- A. Effective today, the fire tower lookouts have been downstaffed for the season and open burning is now allowed. Effective next Monday, there will be one engine each at Smartsville and Dobbins CDF stations. Depending on rain, we may enter the Amador Contract with CalFire by late December.
- B. The Sheriff's department is working on a program called Zone Haven for better evacuation information.
- C. A crack was discovered at the water tank at Station #63. Repairs made determined to be satisfactory.
- D. Station #62 has mold on the ceiling—there may be a roof leak, as the roof appears to be very old. Some siding on the back may need to be replaced as well.
- E. Chief Bartsch reported there were 55 calls last month: 31 medical aid, 10 vegetation fires, 5 accidents. The remaining calls were false alarms (unable to locate).

### 7. VOLUNTEER'S REPORT: Currently, there are three volunteers responding to calls

### 8. GENERAL MANAGER'S REPORT:

- A. The 2017/2018 Audit by Jensen-Smith was received.
- B. GM Shields informed the Board that she may request additional training for direct assessments for property taxes from former GM Poggi, as APNs change due to parcel modifications, and the new APNs aren't in our records.

### 9. DISCUSS AND APPROVE PURCHASE OF EMS SUPPLIES

A motion was made by Kinkle to purchase advanced EMS through Cal Fire Service Center for two engines, not to exceed \$1,000; Second by Yarborough  
Roll call voice vote  
Biggs, High, Kattuah, Kinkle, Yarborough —AYE  
Motion carried

**10. DISCUSS AND APPROVE SALE OF 2LR04 (Engine 63)**

A motion was made by High to list Engine 63 for not less than \$15,000 and notify local agencies of the sale, with authority to handle the sale given to Chief Rob Bartsch; Second by Yarborough

Roll call voice vote

Biggs, High, Kattuah, Kinkle, Yarborough —AYE

Motion carried

**11. APPROVE NOMINATIONS FOR 2020/2021 BOARD POSITIONS**

Director Yarborough nominated Cathy Kattuah for Chairperson, second by High; no other nominations  
Cathy Kattuah voted in as Chairperson

Director Kinkle nominated Kim Biggs for Vice Chairperson, second by Yarborough; no other nominations

Kim Biggs voted in as Vice Chairperson

Director Kattuah nominated Kim Biggs for JPA representative, second by High; no other nominations

Kim Biggs voted in as JPA Representative

Director Kinkle nominated William High for JPA alternate, second by Yarborough; no other nominations

William High voted in as JPA Alternate

Motion to approve the new board positions made by Kinkle; Second by Yarborough

Biggs, High, Kattuah, Kinkle, Yarborough—Aye

Motion carried

**12. DECEMBER BOARD MEETING**

A motion was made by High to cancel the December 2020 Board meeting; Second by Yarborough

Biggs, High, Kattuah, Kinkle, Yarborough – Aue

Motion carried

**13. BOARD AND STAFF MEMBERS' REPORTS:**

- A. Director Yarborough would like a timeline for the purchase of a new engine—to be on January agenda
- B. Directory Yarborough wants to add discussion of the water storage tank for Station 61, as well as a circular drive for access. It was noted an RFP will be needed for the project.
- C. Director Biggs stated the next JPA meeting is scheduled for December 9, 2020 7pm in Smartsville

**MEETING ADJOURNED 8:01pm**

Respectfully submitted

Kim Biggs—Vice Chair