

HERALD FIRE PROTECTION DISTRICT

Board Meeting Minutes
Regular Meeting of the Board
Thursday, February 16, 2023 at 6:00 p.m.
12746 Ivie Road, Herald, CA 95638

ATTENDANCE:

Directors Present: George Obi, Nick Beshara, Lindsey Carter and Cody Bartley

Staff Present: Volunteer Chief James Hendricks, Battalion Chief Jim Miller, Business Manager Andrea Adams

A. CALL TO ORDER /ROLL CALL/ PLEDGE OF ALLEGIANCE:

1. Director Obi called the meeting to order at 6:00 pm
2. Pledge of Allegiance lead by Director Obi.

B. ANNOUNCEMENTS/PRESENTATIONS:

1. None

C. HEARING OF THE PUBLIC

1. None

D. CONSENT CALENDAR ITEMS:

- a. Deposits, Claims, Payroll
- b. January 19, 2023 Regular Board Meeting Minutes
- c. Call Logs
- d. Training Log
- e. Significant Purchases and Donations
- f. New Hire List

**M/S Carter/Bartley - To approve the consent agenda.
Approved 4/0**

E. Board of Director Business

1. Facility Improvement Report
 - i. No need to publicly advertise again, we have 3 contractors participating in the bid process and will retain 3 bids for each project moving forward
2. Apparatus Acquisition Update
 - i. Water Tender is fixed and back at the Station
 - ii. Type I engines – engaging with company on any potential changes in cost or construction plan
 - iii. Type III: company reached out with “additional tag on” costs for each engine at \$30,075 each. This violates the current contract since these were pre-paid in full. They agreed to lower the fee by 10%, making it \$50,150 total. Engaging with attorney to determine validity.
3. OES Flood Project Status Report

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- i. Current contract ended on December 31st
 - ii. OES is requesting receipts for all expenditures for auditing purposes, which are about \$84,000 as of now
 - iii. Still hung up in the approval process for awning and other permits
 - iv. SMUD has approved their permit.
 - v. Engaging with attorney about assistance on contract extension
4. Annual Retreat Scheduling
 - i. Postpone until we have more information about facility improvements

F. ADMINISTRATIVE REPORTS:

1. Volunteer Chief Hendricks provided a detailed written report.
 - i. Report for December/January
 - ii. Response time: 8:20 – 122 calls total
 - iii. Training: 187 sessions/344.75 hours
2. Business Manager Report
 - i. Working to identify a potential new workers comp carrier to lower costs
 - ii. Form 700s due April 1st

G. COMMITTEE REPORTS:

Apparatus/Facilities: Need to plan ‘christening’ for new water tender and contact Galt Herald
Budget: start working on preliminary budget
Staffing: None
Policy: need to start annual review process

H. BOARD REPORTS:

Director Johnson – Absent
Director Obi – None
Director Beshara – None
Director Bartley – None
Director Carter – None

I. PENDING AGENDA REQUESTS:

1. Annual Retreat
2. OES Flood Project
3. FY 23/24 Preliminary Budget
4. Apparatus Acquisition Update
5. Facility Improvement Update
6. Audit for Stipend for Driver Endorsement
7. Financial Audit Presentation

J. ADJOURNMENT:

Board adjourned at 6:39 p.m.

M/S Carter/Bartley – To adjourn the meeting.
Approved without objection.

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Respectfully submitted,

Andrea Adams
Board Secretary

Approved:

Lindsey Carter
Board Clerk