



FIRE
Protection District

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MINUTES FOR BOARD OF DIRECTORS MEETING **Thursday 12-19-2013 at 1900 Hours**

CALL TO ORDER: 1903 hours by Chairman Suzie Coe

ROLL CALL: Vice Chair John Del'Orto, Sec/Treas. Larry Robertson and Member Ted Shannon

ABSENT: Member Del Albright

M.H.F.P.D. CHIEF: Fire Chief David Spitzer

VISITORS PRESENT: Mike Moran, Assistant Chief Skip Cavalli, Fire Capt. Chat Soulé, Sharon Waller Nadine Robertson and Diane Kriletich.

MINUTES OF THE PREVIOUS MEETING: (Review and Corrections)

1. Minutes had been passed around and read. Member Shannon moved to approve the 11/21/2013 minutes, Vice Chair John Dell'Orto seconded the motion. Passed 4/0, 1 absent. A motion was made on the Special Minutes for 11/26/2013 by member Shannon, Vice Chair John Del Oro seconded the motion passed 4/0, 1 absent.

PUBLIC COMMENTS: (Limited to 3 minutes per subject matter per person)

1. Mike Moran related that he wanted to give his thanks for the assistance given by the fire department in getting Santa Claus to the town hall.
2. Capt. Soulé wished to inform the board that Lana Hess had presented the cookies and candy for the department in appreciation for the assistance given to her husband across the street.
3. Diane Kriletich announced the meeting at Paloma Community Church, wherein Assistant Chief Skip Cavalli, Secretary-Treasurer Larry Robertson and Board Member Ted Shannon had attended, had been a success.

CORRESPONDENCE: (Review and possible action of all correspondence received)

1. A Property Tax statement of \$657.22 was received from Barbara Sullivan, Tax Collector. Sec/Treas. Robertson will check with the clerk tomorrow.
2. Cathy Castillo sent contract for signing.
3. Fire Aide position application request was received. Given to Vice Chair Dell'Orto as he is the only person qualified to fulfill the position.

TREASURER'S REPORT: (Discussion, Fund Transfers, possible action on Monthly Bills & Transmittals)

1. Monthly Bills and transmittals were discussed. Vice chair Dell'Orto moved to approve the transmittals and firemen's pay, Secretary-Treasurer Robertson seconded. It was to be noted that only four firefighters qualified for pay last month as the others had not completed training.
2. There was a discussion regarding the budget. It was decided to table the discussion until next meeting when the budget committee had a chance to review what needed being done.
3. Two items that need fund transfers will be tabled to next month.

CHIEF'S REPORT: (Discussion) a copy of the Fire Chief's report is attached

1. Calls: Vehicle Accidents, public services, mutual aide, medical aide, wild land fire and four structure fires (none in our District)
2. Top Responder: Jake Burroughs
3. Top Trainee: Assistant Chief Skip Cavalli.
4. Historical Documents in the Chief's file that should be placed into a different file. Turned over to the Keeper of Records

UNFINISHED BUSINESS: (Discussion & Possible Action)

1. Brown Act: member Shannon has been checking on places where the Brown Act training is given, he has not had very much success.
2. LAFCO: it was reported that Chairman Coe, Sec. Treas. Robertson, Member Shannon and Battalion Chief Mike Dell'Orto attended the meeting. Items regarding the Mokelumne Hill Fire Protection District were set for the next meeting. John Benoit requested that a member of the LAFCO board be assigned to assist in reviewing the data submitted by Mokelumne Hill Fire Protection District Board. LAFCO Board Member Anita Patque volunteered.

COMMITTEE REPORT: (Discussion & Possible Action)

1. Paloma station: septic system has been completed by County Inspector who said that he would approve the work that had been done. A letter was received from the county requesting that they be relieved from any liability. It was to be noted that insurance on the Paloma property is needed, Vice Chair Dell'Orto or Chairman Coe will check it out.
 2. File system report: it will be noted that the records in the files will be on a fiscal year basis i.e. July 1 through June 30.
 3. Building committee: Hand rails have been added to the upstairs stairway.
 4. SOP and SOG: Committeeman Shannon reported that a committee meeting was held and a review of the records was made. It was decided that committee member Chief Spitzer would review items in the SOP and SOG and prepare copies for the other committee members to review prior to the next committee meeting.
 5. Complaint committee: Member Shannon began a report in which a discussion ensued but it was decided to table the report until the next meeting.
- A. **Standing Budget Committee:** (Chairman Coe and S/T Robertson)
- 1) No report. A budget committee meeting to be scheduled prior to the next meeting

NEW BUSINESS: (Discuss & Possible Action)

1. Fees for commercial traffic collisions: tabled to next meeting

GOOD OF THE ORDER: (Announcements, Agenda Items)

ADJOURNMENT: 2020 hrs.

John Dell'Orto, Vice Chairman

L. W. Robertson, Secretary/Treasurer
