

**CACHAGUA FIRE PROTECTION DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday August 10, 2022
CACHAGUA FIRE STATION – NASON RD., CARMEL VALLEY**

The meeting was called to order at 7:15 pm.

ROLL CALL: Don Bonsper, Eli Riddle, Monty Salas-Cordrey

APPROVAL OF MINUTES: The minutes of the regular meeting of July 13, 2022 were considered. Motion to approve submitted Bonsper; Salas-Cordrey seconded; motion carried.

PUBLIC COMMENT: None

SCHEDULED ITEMS

CONSENT AGENDA

TREASURER'S REPORT:

The Treasurer reported that the account balances as of August 8, 2022 are:

Checking: \$183,227.00, Savings: \$1,000.63, Brokerage: \$300,130.23, Total: \$484,357.86

Worker's Compensation claim is still active. Total spent to date \$59,323. New expenditures for legal.

No news on the CalFire RFC 22 grant.

The audit is underway and the Treasurer will meet with the auditor on August 16, 2022. A large amount of information has been submitted to the auditor for review.

The association made a generous donation of \$10,000 which has been received and deposited. Will get the auditor's feedback regarding the best way to move money back and forth between the district and the association.

Still waiting on a copy of the new contract with the dispatch service and the first quarter invoice.

The benefit assessment information has been submitted and accepted by the county. There was an issue with one parcel being split that the district was not notified about but this has been resolved.

The FASIS quarterly payment has been made and the quarterly report submitted. The payroll checks were completed and mailed.

Due to receive the benefit assessment and Prop 172 payments soon from the county.

The President notified the Treasurer that he can, at his discretion, delegate any tasks that he feels may be more appropriate for the President, Secretary or Clerk to handle.

DISTRICT CORRESPONDENCE: Nothing to report.

DISTRICT REQUESTS: Nothing to report.

The Consent Agenda was approved with a motion by Salas-Cordrey; Riddle seconded; motion carried.

STAFF REPORTS

CACHAGUA VOLUNTEER FIREFIGHTER'S REPORT: August report presented by Felicia Fisher.

July had a total of 4 call responses; 3 medical, 1 vehicle accident.

The Saturday drill in July was canceled due to the Cachagua Country Fair. The Fair was a success, well attended, net profit: \$2,800.00.

The Fiesta in the Village was Aug. 6 & 7. The volunteers had a booth selling shirts and hats and handing out wildfire awareness information.

Ropes equipment is finally in stock and is expected to arrive this month.

The Saturday drill this month will be on August 27, 2022 using the new ropes gear.

Sierra Sans and Yancey Cabrera are now AHA CPR instructors which will make training much easier. The association will be purchasing new CPR mannequins and AHA required training supplies.

New med bags were discussed by the association and they will be purchasing two styles, two of the bags will be backpacks.

Jacob Thomas has been recommended for hire. He was voted in but they are still awaiting documents.

Total personnel is at 24 volunteers. One volunteer recently sent in their EMT application to the county, and one recently passed the NREMT.

The association sent Class A info to 5 of the volunteers that are next in line to become Engineers. They hope to have made progress by the end of August. Both a physical and DMV test are required; discussed a potential financial incentive to offset lost wages.

CHIEF'S REPORT: August report presented by Jesse Reimer.

Twelve new handheld radios have arrived and will begin being programmed and installed on the equipment. Still awaiting the microphones and cloning cable which are on backorder. Radios are functional as-is in the meantime.

Seven new AEDs arrived, training has been completed and they have been stocked on the apparatus.

Considering abandoning the district office at the USFS station. It is rarely used. Looking for a new safe location to store files that can be accessed by multiple parties. The benefits of the current location are free rent and internet.

The department cell phone has been working great, calls are returned within one day now.

A group, including the Chief, attended the Community Fund fundraising event on 7/27/22 as they have been big supporters of the department since the start.

The Chief will attend the Carmel Valley Rotary meeting on 8/17/22 to accept a donation and give a talk about future efforts.

CalFire has received all information required to complete the dispatch contract, they are awaiting approval from Sacramento.

Business cards have been ordered and should be ready this week.

The department has opted out of MPC this semester. Jesse and Heather will work towards getting signed up prior to the second semester.

After contemplating the addition of water storage tanks around the district, the Chief came up with the idea of utilizing water and tanks existing on large vineyards and ranches. This would require an agreement of sorts and signage so that any member of the department and the vineyard/ranch owners would know protocol in the event of a fire. The water pumped would be used for fire suppression only, not watering down roads. The Chief is looking at Bernardus, Carmel Ranch Company, Fox Creek and Oak Ridge. The current generator used for well pumping is propane and would not be effective for long term pumping. The generator can be sold. The long-term goal would be to obtain a diesel generator on trailer costing \$15-20k. Renting is an option for now, a licensed electrician must be the one to pick it up.

The Staff Reports were approved with a motion by Salas-Cordrey; Riddle seconded; motion carried.

ACTION AGENDA

The request to purchase a computer for fundraising use was denied due to difficulty determining personal vs. district business usage. Can be revisited at a later date.

The new website is progressing. Jesse took staff photos. A meeting with the web developer needs to take place. Discussed having Sydney Hill handle the web maintenance and updates as she currently handles those tasks for her own business. Website updates would happen monthly. Eric Walters is currently handling the Facebook page and is updating weekly. October 1 is still the goal for the web launch in an effort to be live for burn season. Beta testing on the site will occur over the next month.

A motion was made to move all future meetings to 6:00pm from the existing time of 7:00pm. The motion received no opposition and passed, future meetings will begin at 6:00pm.

The Action Agenda was approved with a motion by Salas-Cordrey; Riddle seconded; motion carried.

FUTURE PLANS AND PLANNING

STAFFING: Laura Stenvick is replacing Jeanne Mileti as Clerk effective this meeting. Both the website and Monterey County Special District will need to be updated with this change. Monty Salas-Cordrey and Eli Riddle went to the election board to process all paperwork for the upcoming election. Over time, the Treasurer position will transition from Don Bonsper to Laura Stenvick and a new Clerk will be needed.

FUNDRAISING: The President requested that everyone present come up with 5 parties within the district that would be good contacts for the fundraising campaign that will kick off after October 1st. The President's long-term goal is to knock on every door within the district. The Secretary will be reaching out to Tira Nanza regarding a large fundraiser to potentially be held at their venue to raise money for a water tender. This even would be slated for late Spring 2023. She also spoke with Tess Arthur who has been an active fundraiser in the past for the Cachagua Community Center and the Carmel Unified School District. Tess has agreed to provide advice and support. The President would like to develop a tiered system for donors with dollar amount brackets, incentives, etc. The Clerk brought up registering with the DOJ for raffles. Felicia Fisher stated that an accounting firm handles the annual registration and it is up to date.

The President would like to talk to a land use attorney to find out what costs would look like for a new fire house parcel. The Chief will talk to architects to get an idea of the cost for drafting plans. Some imagery and plans would be very beneficial for fundraising purposes.

This meeting will be both Rod Lambert and Jeanne Mileti's last meeting. The President thanked them for their many years of service.

The Future Plans and Planning Agenda was approved with a motion by Salas-Cordrey; Bonsper seconded; motion carried.

ADJOURNMENT: The meeting adjourned at 8:20pm. The next regular meeting will be held on Wednesday, September 14, 2022, 7:00pm at the firehouse in Princes Camp.