

# ANDERSON FIRE PROTECTION DISTRICT



## BOARD OF DIRECTORS AGENDA

**OCTOBER 13, 2020**

**REGULAR MEETING – 5:00 P.M.**

**Fire Station/Training Room  
1925 Howard Street, Anderson, California**

### **PARTICIPATION BY PUBLIC IN MEETING**

To address the Board on any particular issue, please fill out and submit a Speaker Request Form prior to the start of the meeting. Each Speaker will be limited to one five (5) minute opportunity to speak per agenda item, unless the Board makes an exception due to special Circumstances.

Effective July 1, 2008, the Brown Act requires any non-confidential documents or writings distributed to a majority of the Board of Directors less than 72 hours before a regular meeting will be made available to members of the public at the same time they are distributed.

Pursuant to the State's Open Meeting Law, the legislative body or its staff may briefly respond to comments or questions from members of the public; and if deemed necessary, refer the subject for follow-up and/or to schedule the matter on a subsequent Board agenda.

The Brown Act prohibits the Board from taking action on any item not placed on the printed Agenda in most cases.

In compliance with the Americans with Disabilities Act, the Anderson Fire Protection District will make available to members of the public any special assistance necessary to participate in this meeting. The public should contact the Clerk of the Board (378-6699) to make such a request. Notification 72 hours prior to the meeting will enable the Anderson Fire Protection District to make reasonable arrangements to ensure accessibility to this meeting.

**This is an Equal Opportunity Program. Discrimination is prohibited by Federal Law. Complaints of discrimination may be filed with the Secretary of Agriculture, Washington, D.C.**

**OPEN SESSION**

**1.0 CALL TO ORDER**

**ROLL CALL:**

CHAIRPERSON  
VICE CHAIRPERSON  
SECRETARY  
MEMBER  
MEMBER

TRISH CLARKE  
JOHN DAY  
JAMES YARBROUGH  
CHAD DOWNING  
JEFF HOGUE

**2.0 INVOCATION - CHAIRPERSON TO CHOOSE.**

**3.0 PLEDGE OF ALLEGIANCE - CHAIRPERSON TO CHOOSE.**

**4.0 PRESENTATIONS: - NONE**

**5.0 PUBLIC COMMENT PERIOD**

Any person may address the District Board on any subject pertaining to District business, which is not Listed on the agenda. This comment period is provided by the Ralph M. Brown Open Meeting Act (Government Code 54950 et seq.). The Board welcomes participation at Board meetings. Members of the public may address the Board on any item of interest to the public that is scheduled on the Agenda. In order for everyone to be heard, please limit your comments to 5 minutes or less. Any request that requires Board action may be set by the Board for a future agenda or referred to staff

**6.0 CONSENT AGENDA**

All items listed under the consent agenda are considered by the Board to be routine and will be enacted by one motion in the order listed below. There will be no separate discussion of these items, unless specified. Items may be removed to the regular agenda prior to the time the Directors vote on the motion to adopt the consent agenda. A Board member's vote in favor of the Consent Agenda is considered and recorded as a separate and affirmative vote in favor of each item listed. Motions in favor of the Consent Agenda are deemed to include a motion to waive the reading of any ordinance or resolution on the Consent Agenda. Items on tonight's consent agenda are:

**6.1 APPROVAL OF THE SEPTEMBER 2020 REGULAR BOARD MEETING MINUTES**

**6.2 APPROVAL OF BILLS AND PAYROLL FOR THE MONTH OF SEPTEMBER 2020**

## **OPEN SESSION**

### **7.0 PUBLIC HEARINGS**

A public hearing is an open consideration within a regular or special meeting of the Board, for which special notice has been given and may be required. When a public hearing is continued, noticing of the adjourned item is required as per Government Code 54955.1

NONE

### **8.0 ACTIONS ITEMS**

8.1 Approve the CONSENT TO INGRESS AND EGRESS, AND INDEMNITY AND HOLD HARMLESS AGREEMENT for North Street Property to Michels Corporation. Two months for \$3,000.00.

## **STAFF REPORTS**

9.0. **FIRE MARSHAL REPORT-** See attached

10.0 **BATTALION CHIEF'S REPORT-**

11.0. **FIRE CHIEF'S REPORT** – See attached

12.0 **DIRECTORS' REPORTS** –

13.0 **CLOSED SESSION** – NONE

14.0 **ADJOURNMENT-**

NEXT REGULARY SCHEDULED BOARD MEETING  
TUESDAY NOVEMBER 10 , 2020 5:00 PM  
FIRE STATION – TRAINING ROOM

# ANDERSON FIRE PROTECTION DISTRICT



## MINUTES

**SEPTEMBER 8, 2020**

**REGULAR MEETING – 5:00 P.M.**

**Fire Station/Training Room  
1925 Howard Street, Anderson, California**

### **PARTICIPATION BY PUBLIC IN MEETING**

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**OPEN SESSION** Chairman of the Board Trish Clark called the meeting to order at 5:00 P.M.

**1.0 CALL TO ORDER**

<b>ROLL CALL:</b>	CHAIRPERSON	TRISH CLARKE	Present
	VICE CHAIRPERSON	JOHN DAY	Present
	SECRETARY	JAMES YARBROUGH	Absent
	MEMBER	CHAD DOWNING	Present
	MEMBER	JEFF HOGUE	Present

**2.0 INVOCATION - CHAIRPERSON TO CHOOSE.** Jeff Hogue

**3.0 PLEDGE OF ALLEGIANCE - CHAIRPERSON TO CHOOSE.** Chad Downing

**4.0 PRESENTATIONS: - NONE**

**5.0 PUBLIC COMMENT PERIOD**

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**6.0 CONSENT AGENDA**

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**6.1 APPROVAL OF THE AUGUST 2020 REGULAR BOARD MEETING MINUTES**

**6.2 APPROVAL OF BILLS AND PAYROLL FOR THE MONTH OF AUGUST 2020**

**6.3 ENACT ORDINANCE NO. 2020-01 (SECOND READING), DISSOLVING COMMUNITY FACILITIES DISTRICT 2005-01 (VEGETATION AND MAINTENANCE SERVICES) AS INTRODUCED ON AUGUST 11, 2020**

**Moved:** Jeff Hogue  
**Seconded:** John Day  
**Approved:** 4 Ayes 1 Absent

## **OPEN SESSION**

### **7.0 PUBLIC HEARINGS**

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NONE

### **8.0 ACTIONS ITEMS**

8.1 Adopt the 2020/2021 Final Budget.

**Moved:** Jeff Hogue  
**Seconded:** John Day  
**Approved:** 4 Ayes 1 Absent

8.2 Approve to unrestrict funds from account "FB2071 Equipment fund" for the amount of \$6,428.42. for ballistic vests that have been purchased.

**Moved:** John Day  
**Seconded:** Jeff Hogue  
**Approved:** 4 Ayes 1 Absent

## **STAFF REPORTS**

9.0 **FIRE MARSHAL REPORT-** Hand Out Provided

10.0 **BATTALION CHIEF'S REPORT-** Keith White has been helping out at the station and Rick Valles just got home from the fires in Southern Cal, Chief Lacy is still helping out.

11.0 **FIRE CHIEF'S REPORT** – Written Report Submitted

12.0 DIRECTORS' REPORTS - NONE

13.0 CLOSED SESSION - NONE

14.0 ADJOURNMENT- The meeting was adjourned at 5:25 P.M.

NEXT REGULARY SCHEDULED BOARD MEETING  
TUESDAY OCTOBER 13 , 2020 5:00 PM  
FIRE STATION - TRAINING ROOM

**SEPTEMBER BILLS 2020**

AIMS PROCESSING PERIOD:  
ARD MEETING HELD OCTOBER 13, 2020

DISTRICT RFP #	PAYEE	INVOICE #	DESCRIPTION	ACCT #	AMOUNT
*	PERS RETIREMENT	100000016107874	PP 07/27/2020 -08/09/2020 EMPLOYER PP 07/27/2020 -08/09/2020 EMPLOYEE	018201 007000	1,886.80 1,880.46
*	PERS RETIREMENT	100000016107839	PP 07/27/2020 -08/09/2020 EMPLOYER PP 07/27/2020 -08/09/2020 EMPLOYEE	018201 007000	717.22 313.58
*	PERS RETIREMENT	100000016107894	PP 08/10/2020 - 08/23/2020 EMPLOYER PP 08/10/2020 - 08/23/2020 EMPLOYEE	018201 007000	1,886.80 1,880.46
*	PERS RETIREMENT	100000016107858	PP 08/10/2020 - 08/23/2020 EMPLOYER PP 08/10/2020 - 08/23/2020 EMPLOYEE	018201 007000	717.22 313.58
*	BLUE SHIELD DENTAL	202580002058	OCT DENTAL EMPLOYER SHARE	018300 007000	595.40 0.00
*	PERS HEALTH	100000016181145	OCT MEDICAL EMPLOYER	018300	15,843.22
*	PERS ACTUARIAL PLAN 1158	100000016158816	ACCRUED LIABILITY PLAN 1158 SEPT	018201	404.07
*	PERS ACTUARIAL PLAN 25550	100000016158834	ACCRUED LIABILITY PLAN 25550 SEPT	018201	170.55
*	PERS ACTUARIAL PLAN 1159	100000016158826	ACCRUED LIABILITY PLAN 1159 SEPT	018201	10,645.69
*	PERS GASB REPORT	100000016149289	FEES FOR GASB-68 REPORTS	034800	1,050.00
*	OBSIDIAN	13662	IT	033529	32.50
*	OBSIDIAN	13663	IT	035529	32.50
*	OBSIDIAN	13664	IT	033529	32.50
*	OBSIDIAN	13665	IT	033529	32.50
*	OBSIDIAN	13736	IT	033529	25.00
*	OBSIDIAN	13661	IT	033529	97.50
*	ATT	15226039	MONTHLY BILL HISTORIC STATION	032500	42.54
*	ATT	15226044	MONTHLY BILL MAIN STATION	032500	112.64
*	LAUNDRY WORLD	216066	LAUNDRY SERVICE	032900	49.65
*	LAUNDRY WORLD	216482	LAUNDRY SERVICE	032900	90.07
*	LAUNDRY WORLD	216893	LAUNDRY SERVICE	032900	49.15
*	NAPA AUTO	VSTM 000014	BATTERY	033500	98.36
*	OFFICE DEPOT	121460185001	OFFICE SUPPLIES	034500	73.08
*	HUE & CRY	761034	ALARM	033700	33.18
*	WALMART	XA082420A	MEDICAL SUPPLIES STATION SUPPLIES	033900 032900	4.03 183.84
*	US BANK	XA082020A	SPECTRUM HARDHAT STICKERS PHONE CHARGERS THE FIRE STORE HARNESS THE FIRE STORE SKULLSAVER SPECTRUM PRO IMAGES PRO IMAGES THE FIRE STORE ANDERSON FAMILY FITNESS KEYBOARD SWANN DVR SECURITY	032500 032300 032500 035500 035500 032500 032300 032300 032300 034100 032500 032500	99.99 16.39 35.48 170.99 120.38 31.34 205.13 55.57 102.63 290.00 43.37 161.61



		MICROSOFT ONLINE	032500	48.00
		MICROSOFT ONLINE	032500	62.50
		MICROSOFT ONLINE	032500	4.00
		AMAZON MEDICAL SUPPLIES	033900	20.85
		VERIZON CELL BILL	032500	171.66
		FEDERAL PROCESSING	034800	399.00
		AMAZON CABLE WIRE	032500	35.55
		NAPA LIGHT BULB	033526	5.67
		VEHICLE SAFETY SUPPLY	033526	16.32
*	US BANK	XA092120A SPECTRUM	032500	99.99
		AMAZON CAR WAX	033500	51.94
		AMAZON MAILBOX	034300	71.10
		SPECTRUM	032500	34.49
		ANDERSON FAMILY FITNESS	034100	290.00
		AMAZON REFRIG WATER FILTERS	032900	107.64
		MICROSOFT	032500	62.50
		MICROSOFT	032500	48.00
		MICROSOFT	032500	4.00
		VERIZON CELL BILL	032500	171.17
		SPECTRUM	032500	99.99
*	WILGUS FIRE CONTROL	127709 EXTINGUISHER SERVICE	033500	177.15
*	CROWN MOTORS	5551315 LAMP	033526	122.92
*	PHS	0013569-IN GLOVES	033900	382.88
*	PORAC	290873 MEMBERSHIP	034100	57.00
*	PORAC	598075 MEMBERSHIP LEGAL	034100	42.00
*	MOORE & BOGENER	10719 LEGAL	034828	1,020.00
*	ANDERSON FLORIST	1228 FLOWERS - COLLIN NEW BABY	035700	65.73
*	VALLEY IND	11399 SPEAKER MICROPHONE	035535	482.63
*	FLYERS	CFS-2371241 FUEL	035940	1,460.76
*	SECURITY SHREDDING	116829 SHRED	034500	30.00
*	PG&E	XA090120B MAIN STATION ELEC	036100	2,257.34
*	PG&E	XA090120A BACK SHOP ELECT	036100	166.81
*	PG&E	XA090220B HISTORIC STATION	036100	38.53
*	PG&E	XA090220C MAIN STATION GAS	036100	79.13
*	CITY OF ANDERSON WATER	1ST HYDRANT	036127	106.50
*	CITY OF ANDERSON WATER	2ND HYDRANT	036127	12.30
*	DLL	69281453 LEASE ON COPY	050223	124.33
*	DIVERSIFIED	42679 MONTHLY SERVICE	034500	88.52
*	RECORD SEARCHLIGHT	3430358 ORDINANCE NOTICE	034900	144.60
*	RECORD SEARCHLIGHT	3471971 ORDINANCE NOTICE	034900	155.40
*	MALLORY	4903508 BADGES	032300	372.98
*	ROOTER SCOOTER	42081 FLOOR SINK	036131	108.00
*	RON KENT	20-2954 CHIEFS TRUCK	033526	670.87
*	RON KENT	20-2944 E-46	033526	239.00
*	RON KENT	20-2945 E-46	033526	916.77

TOTAL ACCOUNTS PAYABLE \$14,498.44

PAYROLL & BENEFITS \$37,255.05

GRAND TOTAL \$51,753.49

**DATED 10/13/2020**

\_\_\_\_\_  
Chairperson - Patricia A. "Trish" Clarke

\_\_\_\_\_  
Board Member - Chad Downing

\_\_\_\_\_  
Vice Chairperson - John Day

\_\_\_\_\_  
Board Member - Jeff Hogue

\_\_\_\_\_  
Secretary - James Yarbrough

Note: The above list of bills represents claims that were authorized by the Fire Chief, Deputy Chief or Battalion Chief and paid between board meetings and have now been reviewed and approved by the Board as noted by the signatures shown above (Re: Resolution 2016-11).

TNOTES:

# CONSENT TO INGRESS AND EGRESS, AND INDEMNITY AND HOLD HARMLESS AGREEMENT

Project Name: 192238 | DE20-1035-05 | D-1222 | 74036031 | Anderson

Michels Job No.: 192238

This Consent to Ingress and Egress, and Indemnity and Hold Harmless Agreement (the "Agreement") is made on 09/17/2020, by and between Michels Corporation ("Michels") and Steve Lowe or Anderson FD ("Landowner") (collectively, the "Parties").

In consideration of the promises, benefits, and obligations contained herein, as well as other good and valuable consideration paid or provided to Landlord, the receipt and sufficiency of which are hereby acknowledged, Landowner hereby grants, allows, permits, and provides Michels with free and reasonable access to ingress and egress across the following property owned by Landlord (the "Property"):

Property Address/Location	3100 North St
City, State Zip (if known)	Anderson <span style="border: 1px solid black; padding: 0 5px;">CA</span> 96007


It is understood that Michels seeks the right of ingress and egress across the Property in order to better or more easily perform work or services at a nearby job site. The right to ingress and egress granted by this Agreement shall exist for as long as Michels has a need for it in order to complete its work or services.


In further consideration of the foregoing, the Parties hereby mutually release and forever hold each other harmless from and against any and all liability that they may incur as a result of personal injury or property damage arising out of Michels' ingress or egress across the Property. Notwithstanding the foregoing, it is agreed if the Property is damaged as a sole and direct result of Michels' use of the Property, Michels shall, at such time that it completes its work at the nearby job site and/or no longer needs ingress or egress across the Property, restore the damaged portion of the Property to its original condition or as close to the original condition as is reasonably possible.

By executing this Agreement, Landowner represents and warrants to Michels that he/she/it is the legal owner of the Property or is legally acting as an agent for the owner of the Property, and that Landowner possesses and/or has been granted all legal authority necessary to execute this Agreement and to grant the authorization and permission contained herein. Landowner will, to the fullest extent permitted by the law, indemnify, defend, and hold Michels harmless should this representation and warranty not be true.

### Michels Corporation

### Landowner

Sign:   
 Print Name: Jordan Calkins  
 Title: Associate Project Manager  
 Date: 09/17/2020  
 Telephone: 920-579-4198 Ext:

Sign:   
 Print Name: Steve Lowe or Anderson Fire Department  
 Title (if any): Fire Chief  
 Date: 09/17/2020  
 Telephone: 530-578-6699

Michels agrees to pay land owner \$1,500 per month for approximately 2 months, commencing on September 30th, 2020 and shall terminate on November 30th, 2020. Option to extend pending future discussion.

Discharge of uncontaminated water and ground water in conjunction with our pipeline. Water will be applied consistent with permit conditions, (if applicable) and in a manner in which no ponding or flooding will occur and at rates similar to construction methods utilized for dust control and/or irrigation to support re-vegetative restoration measures. The water will be lost to evapotranspiration or infiltrate to the groundwater table, re-charging the water table.

The purpose of this Temporary Construction Easement (TCE) includes but not limited to: use for work area, laydown and staging area, which includes parking vehicles, storing equipment's, bins, spools, and other miscellaneous construction materials and proposes.

Successors, Heirs, and Assigns -The Rights provided for herein shall inure to successors, heirs and assigns of the respective parties hereto, and all covenants shall apply to and run with the land.

09/17/2020

Steve Lowe or Anderson FD  
3100 North St  
Anderson

CA 96007

Dear Mr./Ms. Steve Lowe Anderson FD :

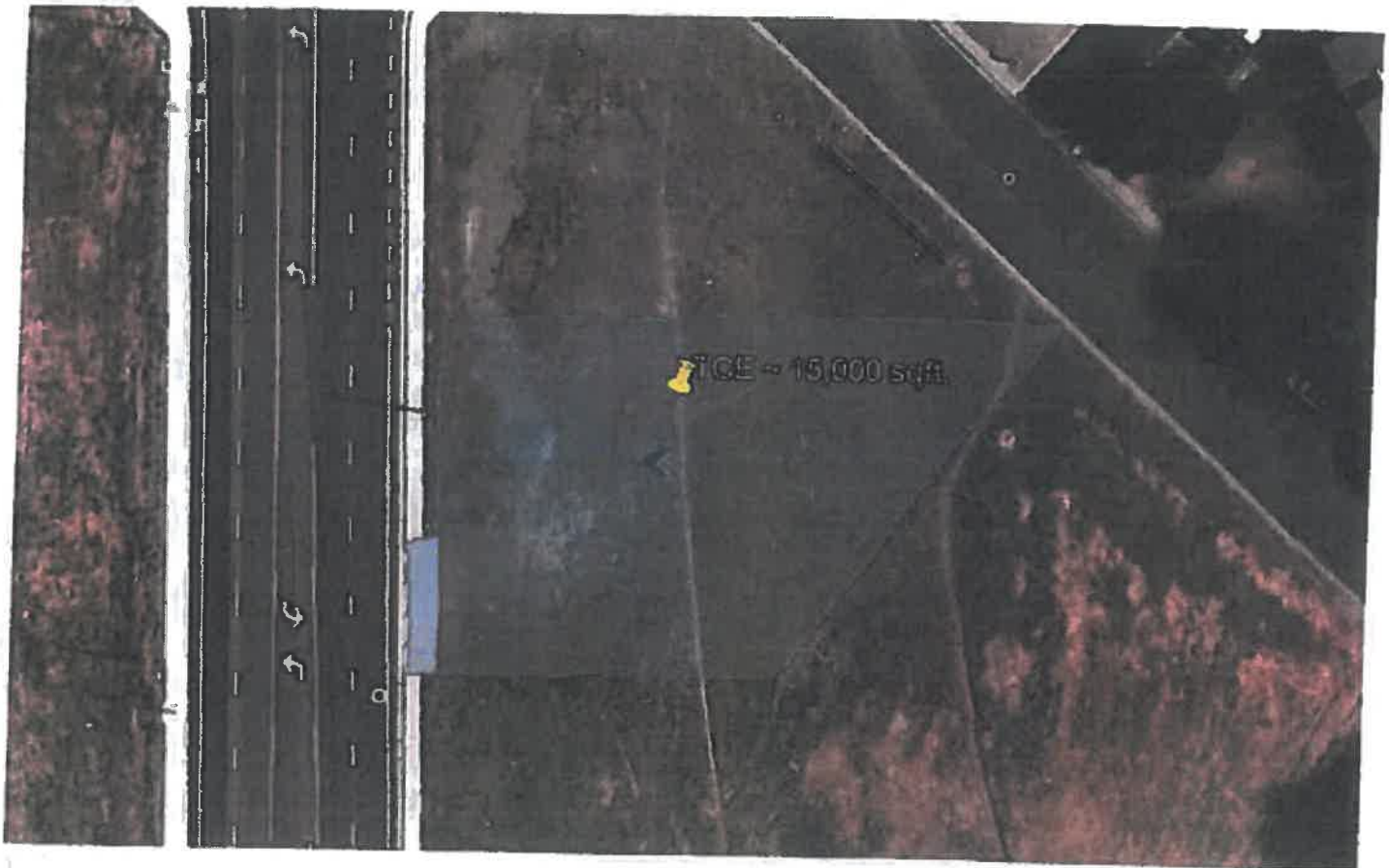
Enclosed is a Consent to Ingress and Egress, and Indemnity and Hold Harmless Agreement, granting to Michels the right of ingress and egress on your property in Anderson, CA. If the agreement meets your approval, please sign and date it, and return to me.

If you have any questions, please feel free to contact me at 920-579-4198, Ext.

Sincerely yours,

Jordan Calkins  
Michels Corporation

Encl.





# ANDERSON FIRE PROTECTION DISTRICT

1925 Howard St. Anderson, CA 96007  
(530) 378-6699 Fax: (530) 378-6697

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## Fire Marshal Activities

September 8, 2020 to October 6, 2020

Annual Inspections: 31

Business License Inspections: 15

Construction Inspections: 5

Consulting Meeting/Inspection: 3

Day Care Inspections: 0

Medical Facility (Hospitals): 0

Fire Sprinkler Inspections: 11

Hotel/Motel Inspections: 0

Misc. Meeting/Inspections: 0

Plan Review Sent Back for Correction: 0

Plan Review Approved: 5

School Inspections: 0

Weed Abatement: 2 letters

# ANDERSON

## FIRE PROTECTION DISTRICT

1925 Howard St. Anderson, CA 96007

(530) 378-6699 Fax: (530) 378-6697

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### Fire Chief's Report

**October 13, 2020**

#### Department Update(s)

- The staff has again started the process for the impact fee study and service fee schedule for the department. Along with this, we have met with City Staff to renew our services agreement contract for them collecting our fees.
- Continue to work on updating the policy and procedure manual.
- We have received our first quarter FEMA SAFER grant reimbursement.
- Cal OES Incident Support Unit has been delayed due to the fire activity statewide.
- E246 has been covering Cal Fire stations since August 18<sup>th</sup>. On September 29, 2020 E-346 and E-246 and myself responded to the Zogg fire Igo. Both engines are still committed as of Monday 10/05/2020.
- The community facilities district for Skyview will officially be dissolved as of October 8, 2020 and staff will work with the County Auditor to transfer all funds to the HOA.
- Call volume is back to normal and even slightly higher than average.
- The process to fill the Fire Captain position was placed on hold due to the fire activity statewide and the candidates have been notified.

# ANDERSON

## FIRE PROTECTION DISTRICT

1925 Howard St. Anderson, CA 96007

(530) 378-6699 Fax: (530) 378-6697

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- Working on revamping the department website so we can update it more often and complete the build out.
- **Action item 8.1** I was contacted by our agent who has the North Street property listed for sale and put us in touch with a company who will be performing under ground work for PG&E on Riverside and they wanted permission to store equipment on the North Street property for two months and pay us \$ 3,000. I was able to approve the contract per our policy and now it is an action item to affirm this.

### Investigations

- Follow-up on open cases as time allows.
- One male subject was arrested on October 2, 2020 for arson.
- The preliminary hearing for the Cottonwood arson case has been changed to October 2020.

### Meetings/Significant Events

- Meeting with our cooperators to establish countywide protocols on how we will respond to an active shooter/mass violence incident. We are hoping to have a county wide drill November 2020.

Respectfully,

A handwritten signature in blue ink, appearing to read "Steve Lowe".

Steve Lowe, Fire Chief

# Anderson Fire Protection District

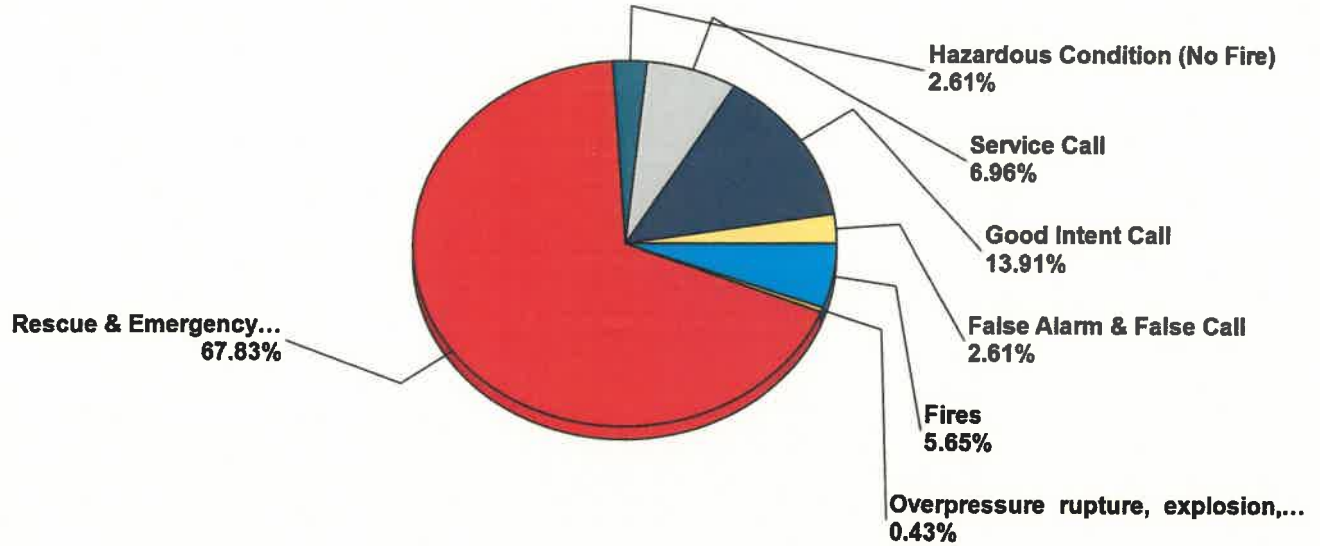
Anderson, CA

This report was generated on 10/5/2020 1:08:08 PM



## Breakdown by Major Incident Types for Date Range

Area(s): All Zones | Start Date: 09/01/2020 | End Date: 09/30/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	13	5.65%
Overpressure rupture, explosion, overheating - no fire	1	0.43%
Rescue & Emergency Medical Service	156	67.83%
Hazardous Condition (No Fire)	6	2.61%
Service Call	16	6.96%
Good Intent Call	32	13.91%
False Alarm & False Call	6	2.61%
<b>TOTAL</b>	<b>230</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.





### Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	0.43%
142 - Brush or brush-and-grass mixture fire	12	5.22%
200 - Overpressure rupture, explosion, overheat other	1	0.43%
301 - EMS call, excluding vehicle accident with injury	144	62.61%
322 - Motor vehicle accident with injuries	11	4.78%
324 - Motor vehicle accident with no injuries.	1	0.43%
411 - Gasoline or other flammable liquid spill	1	0.43%
420 - Toxic condition, other	3	1.3%
444 - Power line down	1	0.43%
480 - Attempted burning, illegal action, other	1	0.43%
553 - Public service	14	6.09%
554 - Assist invalid	1	0.43%
561 - Unauthorized burning	1	0.43%
611 - Dispatched & cancelled en route	26	11.3%
622 - No incident found on arrival at dispatch address	3	1.3%
651 - Smoke scare, odor of smoke	3	1.3%
700 - False alarm or false call, other	2	0.87%
730 - System malfunction, other	1	0.43%
731 - Sprinkler activation due to malfunction	1	0.43%
740 - Unintentional transmission of alarm, other	1	0.43%
745 - Alarm system activation, no fire - unintentional	1	0.43%
<b>TOTAL INCIDENTS:</b>	<b>230</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

