

# ANDERSON FIRE PROTECTION DISTRICT



**DUE TO THE COVID-19 LOCAL EMERGENCY, THE PUBLIC WILL NOT BE ALLOWED IN MEETING CONSISTENT WITH STATE OF CALIFORNIA EXECUTIVE ORDER N-29-20 DATED MARCH 17, 2020**

## **BOARD OF DIRECTORS AGENDA**

**DECEMBER 08, 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 EMAIL Mo Hern @ [mhern@andersonfire.org](mailto:mhern@andersonfire.org) at least 30 minutes prior to the start of the meeting.

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: - SWEARING IN OF JOHN DAY & JEFF HOGUE.**

**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 NOVEMBER 2020 REGULAR BOARD MEETING MINUTES**

**6.2 APPROVAL OF BILLS AND PAYROLL FOR THE MONTH OF NOVEMBER 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- NONE**

**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 ADJOURNMENT-**

Moved:  
Seconded:  
Approved:

**NEXT REGULARY SCHEDULED BOARD MEETING  
TUESDAY January 12, 2021 5:00 PM  
FIRE STATION – TRAINING ROOM**

**ANDERSON FIRE PROTECTION DISTRICT**



**MINUTES**

**NOVEMBER 10, 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.

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**OPEN SESSION** Chairperson, Trish Clarke 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	Present
	MEMBER	CHAD DOWNING	Present
	MEMBER	JEFF HOGUE	Present

**2.0 INVOCATION** - CHAIRPERSON TO CHOOSE. James Yarbrough

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

**4.0 PRESENTATIONS:** - NONE

**5.0 PUBLIC COMMENT PERIOD**

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

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

Moved: John Day  
Seconded: James Yarbrough  
Approved: All Ayes

## **OPEN SESSION**

### **7.0 PUBLIC HEARINGS None**

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- None**

## **STAFF REPORTS**

**9.0. FIRE MARSHAL REPORT- John will not attend meeting until further notice.**

**10.0 BATTALION CHIEF'S REPORT- Nothing to report.**

**11.0. FIRE CHIEF'S REPORT – Billed Cal Fire over \$400,000.00 and made a profit of \$200,000.00 on the fires these past few months. Cottonwood arson case took a plea and is up for sentence. 40 years to life or possibly at least 25 years. Trisha mentioned an atta-boy for Steve for his participation with YEPI. An email was sent to Board from Jas of Youth Options.**

**12.0 DIRECTORS' REPORTS – Chad had questioned about possibly of grants for the Red Flag Warning, staffing in the future.**

**13.0 PUBLIC COMMENT PERIOD - CLOSED SESSION AGENDA ITEMS**

**CLOSED SESSION: Time in: 5:16**

**11.2 PUBLIC EMPLOYEE PERFORMANCE EVALUATION (FIRE CHIEF). PURSUANT TO GOVERNMENT CODE 54957.**

**OPEN SESSION:      Time out: 5:50**

**Closed session outcome - Direction given to staff.**

**14.0    ADJOURNMENT- The meeting was adjourned @ 5:51**

**Moved:            John Day  
Seconded:        Jeff Hogue  
Approved:        All Ayes**

**NEXT REGULARY SCHEDULED BOARD MEETING  
TUESDAY DECEMBER 8 , 2020  5:00 PM  
FIRE STATION – TRAINING ROOM**

## NOVEMBER BILLS 2020

CLAIMS PROCESSING PERIOD:  
BOARD MEETING HELD DECEMBER 08, 2020

DISTRICT RFP #	PAYEE	INVOICE #	DESCRIPTION	ACCT #	AMOUNT
*	PERS RETIREMENT	100000016212803	PP 10/19/2020-11/01/2020 EMPLOYER PP 10/19/2020-11/01/2020 EMPLOYEE	018201 007000	717.22 313.58
*	PERS RETIREMENT	100000016208032	PP 10/19/2020-11/01/2020 EMPLOYER PP 10/19/2020-11/01/2020 EMPLOYEE	018201 007000	1,886.80 1,880.44
*	PERS RETIREMENT	100000016209222	PP11/02/2020-11/15/2020 EMPLOYER PP11/02/2020-11/15/2020 EMPLOYEE	018201 007000	1,967.89 1,961.25
*	PERS RETIREMENT	100000016208033 100000016208033	PP 11/02/2020-11/15/2020 EMPLOYER PP 11/02/2020-11/15/2020 EMPLOYEE	018201 007000	717.22 313.58
*	BLUE SHIELD DENTAL		DEC DENTAL EMPLOYER SHARE	018300	416.78
*	PERS HEALTH		NOV MEDICAL EMPLOYER	018300	15,843.22
*	PERS ACTUARIAL PLAN 1158	100000016223910	ACCRUED LIABILITY PLAN 1158 OCT	018201	404.07
*	PERS ACTUARIAL PLAN 25550	100000016223927	ACCRUED LIABILITY PLAN 25550 OCT	018201	170.55
*	PERS ACTUARIAL PLAN 1159	100000016223920	ACCRUED LIABILITY PLAN 1159 OCT	018201	10,645.69
*	OBSIDIAN	13942	IT	033529	25.00
*	OBSIDIAN	13944	IT	035529	32.50
*	OBSIDIAN	13945	IT	033529	32.50
*	OBSIDIAN	13946	IT	033529	32.50
*	OBSIDIAN	13947	IT	033529	32.50
*	OBSIDIAN	13948	IT	033529	32.50
*	SHASTA MOSQUITO	XA070120A	MOSQUITO ABATEMENT TAX	032100	40.50
*	ATT	000015511913	MONTHLY BILL HISTORIC STATION	032500	42.88
*	ATT	000015511918	MONTHLY BILL MAIN STATION	032500	112.08
*	LAUNDRY WORLD	219842	LAUNDRY SERVICE	032900	78.24
*	LAUNDRY WORLD	219407	LAUNDRY SERVICE	032900	49.15
*	LAUNDRY WORLD	220265	LAUNDRY SERVICE	032900	86.85
*	LAUNDRY WORLD	220692	LAUNDRY SERVICE	032900	35.15
*	LAUNDRY WORLD	221524	LAUNDRY SERVICE	032900	8.61
*	O'REILLY	XAOCT28A	CLEANING SUPPLIES	033500	145.36
*	RON KENT EQUIP	20-2960	SAFETY INSPECTION	033526	177.43
*	RON KENT EQUIP	20-2959	PRO LADDER INSPECTION	033526	184.68
*	RON KENT EQUIP	20-2961	TRUCK MAINTENANCE	033526	1,030.65
*	NAPA AUTO	742222	OIL	033526	23.68
*	ANDERSON TIRE PROS	4953	TIRE SERVICE	033544	241.47
*	ANDERSON TIRE PROS	5166	TIRE SERV/MAINTENANCE	033544	1,163.04
*	WILGUS FIRE CONTROL	33015	SERVICED THE HOOD	033539	186.10
*	HUE & CRY	765818	ALARM	033700	33.18
*	CURTIS TOOLS	INV435470	FLOW TEST	033700	2,822.38
*	AIRGAS	9106733041	OXYGEN	033900	276.09
*	OFFICE DEPOT	135574615001	OFFICE SUPPLIES	034500	67.27



*	SECURITY SHREDDING	117077	SHRED	034500	30.00
*	DIVERSIFIED	42847	MONTHLY SERVICE	034500	75.61
*	RUSH	IVC000000140471	TEMP EMPLOYEE	034800	114.40
*	RUSH	IVC000000140334	TEMP EMPLOYEE	034800	343.20
*	RUSH	IVC000000140585	TEMP EMPLOYEE	034800	192.40
*	RUSH	IVC000000140710	TEMP EMPLOYEE	034800	208.00
*	RUSH	IVC000000140961	TEMP EMPLOYEE	034800	208.00
*	DON REYNOLDS, CPA	28271	PREP OF ANNUAL AUDIT	034801	2,000.00
*	MOORE & BOGENER	11149	LEGAL	034828	1,293.50
*	WALMART	XA102420	STATION SUPPLIES	032900	30.00
*	US BANK	XA112020A	SPECTRUM	032500	99.99
			AMAZON	033900	498.83
			PLAYERS PIZZA	032700	86.16
			AMAZON	034300	74.89
			SPECTRUM	032500	34.49
			AMAZON	002232	-74.89
			ANDERSON FAMILY FITNESS	034100	290.00
			MICROSOFT	034200	62.50
			MICROSOFT	034500	48.00
			MICROSOFT	034500	4.00
			AMAZON	002232	-74.89
			VERIZON	032500	171.27
			PROMOTIONAL IMAGES	032300	265.65
*	FLYERS	CFS-2431240	FUEL	035940	1,802.93
*	PG&E	XA110220B	MAIN STATION ELEC	036100	1,648.58
*	PG&E	XA110220A	BACK SHOP ELECT	036100	206.83
*	PG&E	XA110320B	HISTORIC STATION	036100	43.20
*	PG&E	XA110220C	MAIN STATION GAS	036100	177.05
*	CITY OF ANDERSON WATER	XA091820A	1ST HYDRANT	036127	106.54
*	CITY OF ANDERSON WATER	XA091820B	2ND HYDRANT	036127	12.30
*	CITY OF ANDERSON WATER	XA111320A	1ST HYDRANT	036127	146.31
*	CITY OF ANDERSON WATER	XA111320B	2ND HYDRANT	036127	12.30
*	DLL	70052627	LEASE ON COPY	050223	124.33

TOTAL ACCOUNTS PAYABLE	<u>\$17,253.77</u>
PAYROLL & BENEFITS	<u>\$37,238.29</u>
GRAND TOTAL	<u><u>\$54,492.06</u></u>

DATED 12/08/2020

\_\_\_\_\_  
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).

FOOTNOTES:



# ANDERSON FIRE PROTECTION DISTRICT

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

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## Fire Marshal Activities

November 5, 2020 to December 2, 2020

Annual Inspections: 5

Business License Inspections: 6

Construction Inspections: 7

Consulting Meeting/Inspection: 2

Day Care Inspections: 1

Medical Facility (Hospitals): 0

Fire Sprinkler Inspections: 3

Hotel/Motel Inspections: 0

Misc. Meeting/Inspections: 3

Plan Review Sent Back for Correction: 1

Plan Review Approved: 4

School Inspections: 0

Weed Abatement: 2 letters

2 inspections

# ANDERSON FIRE PROTECTION DISTRICT

1925 Howard St. Anderson, CA 96007

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



## Fire Chief's Report

**December 8, 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.
- Due to COVID-19, most places are working from home, so it has been difficult to get this accomplished again.
- Clerk of the Board will administer the oath of office for Board Members John Day and Jeff Hogue, as they start their new terms on the board.
- Continue to work on updating the policy and procedure manual.
- We have received our second quarter FEMA SAFER grant reimbursement.
- Cal OES Incident Support Unit has been picked up. One issue is they gave us the wrong dimensions on the unit, and it is too tall for our facility. We are working to obtain quotes to retro the back shop for it to fit and OES is going to pay for it.
- The community facilities district for Skyview is officially dissolved as of October 8, 2020 and staff is still working work with the County Auditor to transfer all funds to the HOA.
- The process to fill the Fire Captain position was placed on hold due to the fire activity statewide and the candidates have been notified. We are hoping to complete this soon.

# 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.
- We are preparing for the next round of grants.

### Investigations

- Follow-up on open cases as time allows.

### Meetings/Significant Events

Respectfully,

A handwritten signature in black ink, appearing to read "S. Lowe", is written over the typed name.

Steve Lowe, Fire Chief

# Anderson Fire Protection District

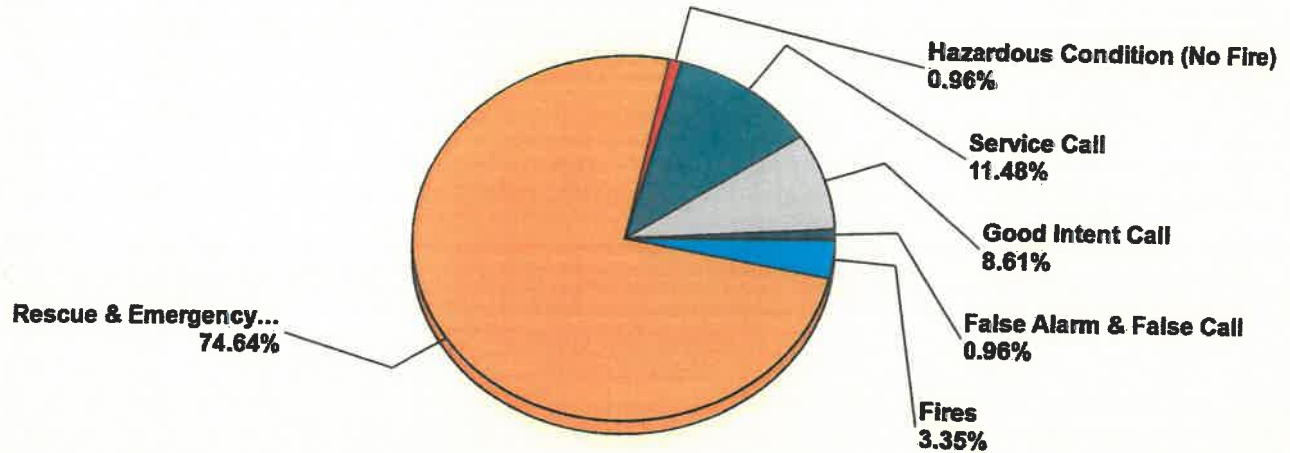
Anderson, CA

This report was generated on 12/3/2020 9:05:07 AM



## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 11/01/2020 | End Date: 11/30/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	7	3.35%
Rescue & Emergency Medical Service	156	74.64%
Hazardous Condition (No Fire)	2	0.96%
Service Call	24	11.48%
Good Intent Call	18	8.61%
False Alarm & False Call	2	0.96%
<b>TOTAL</b>	<b>209</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**

<b>INCIDENT TYPE</b>	<b># INCIDENTS</b>	<b>% of TOTAL</b>
100 - Fire, other	1	0.48%
111 - Building fire	3	1.44%
114 - Chimney or flue fire, confined to chimney or flue	1	0.48%
142 - Brush or brush-and-grass mixture fire	2	0.96%
321 - EMS call, excluding vehicle accident with injury	150	71.77%
322 - Motor vehicle accident with injuries	5	2.39%
324 - Motor vehicle accident with no injuries.	1	0.48%
444 - Power line down	2	0.96%
520 - Water problem, other	1	0.48%
553 - Public service	22	10.53%
561 - Unauthorized burning	1	0.48%
611 - Dispatched & cancelled en route	11	5.26%
622 - No incident found on arrival at dispatch address	3	1.44%
632 - Prescribed fire	1	0.48%
651 - Smoke scare, odor of smoke	3	1.44%
711 - Municipal alarm system, malicious false alarm	1	0.48%
743 - Smoke detector activation, no fire - unintentional	1	0.48%
<b>TOTAL INCIDENTS:</b>	<b>209</b>	<b>100%</b>

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