

**BIG PINE FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS
April 20, 2021**

Greg Bird called a meeting of the Board of Commissioners of the Big Pine Fire Protection District to order at 6:30PM on April 20, 2021. This meeting was held through Zoom due to the COVID-19 virus outbreak.

Commissioners present through Zoom were Greg Bird, Mike Carrington, Pete Schlieker and Kerry Koontz. Commissioner Jeri Stout and Chief Damon Carrington were present at the fire house.

Approval of the minutes of March 16, 2021.

First: Kerry Koontz Second: Mike Carrington All in favor.

Bills submitted for payment:

Ambulance Budget:

ALS Education Associations LLC	3500.00
American Business Machines	42.41
BP Shell 03/19/21	0
BP Shell 03/31/21	91.53
Bishop Welding	87.50
Brown's Supply	56.92
CA Health and Wellness	60.00
Hi Country Mkt	166.54
Inyo Co. Treasury	3962.80
Medicare Part B – REFUND OVERPAYMENT	389.11
Pete Schlieker - Physical	242.00
Stryker Sales Corp	8447.60
TLV Services	2334.48
TOTAL	\$19,380.89

Fire Budget:

Amazon	20.40
American Business Machines	42.41
BP Shell 03/19/21	954.58
BP Shell 03/31/21	483.22
BPCSD	126.80
Brown's Supply	56.92
Cascade Fire Equip	737.24
Cascade Fire Equip	375.74
DWP – 058 590 8433	44.55
DWP – 181 600 0000	92.24
DWP – 281 600 0000	43.97
Eastern Sierra Propane	261.09
Eddy's Upholstery	40.00
Firefighters BookStore	80.81
Frontier Comm	255.83
Hi Country Market	352.42
High Country Lumber	45.55
Inyo County Treasury	3962.81
LN Curtis	664.55
LN Curtis	727.31

Quill	69.52
SCE	14.14
Steve's Auto	136.63
Union Bank	1480.15
WEX BANK – Chevron Credit Card Feb	171.31
WEX BANK – Chevron Credit Card March	90.92
TOTAL	\$11,331.11

Wildland Budget:

City of Bishop	1895.86
Cross Connections	423.44
Perry Motors	1256.99
TOTAL	\$3,576.29

Total Expenditures: \$34,288.29

Income from Amb billing: \$2,529.80

Fund Balances: ACO \$77,333.70 Working \$149,749.58 Amb \$67,426.78 Wildland \$324,517.00

A motion was made that the bills be paid.

First: Kerry Koontz Second: Mike Carrington Abstaining: Pete Schlieker All in favor.

DEPARTMENTAL BUSINESS/ACTION ITEMS

- Budget Revisions:
Revisions need to be made to the Fire and Ambulance Budget to complete the 20/21 fiscal year. These revisions shall be as follows: For budget 830001 we will add \$40,000 to object code 5901 making the total expenditures \$ 324,513.00. For budget 830002 we will add \$30,000 to object code 5901 making the total expenditures \$ 139,638.00.
First: Jeri Stout Second: Kerry Koontz All in favor.
- Forest Service Agreement:
The new Forest Service Agreement will include a new request, as part of the invoicing process, information on payment to the firefighters. Damon and the other local fire chiefs are working together to get the details finalized. Damon would like this to be placed on the May agenda for final approval before signing. Engine #6 can no longer be invoiced on a Forest Service Fire as this is Forest Service equipment. Only the firefighters will be invoiced for.
- Berger Solar:
The Board would like to see the communication from the Department of Water and Power before having Berger install a module for meter reading. The Department of Water and Power may be able to supply the needed information therefore the module will not be needed.

REPORTS

Update from Chief:

- CalFire Grant:
The CalFire Grant has been applied for and the award letter shall is expected in August. The grant application was complete for an amount of \$22,855 making our share of the expense \$11,427.50.
- Budget Review for 21/22:
Information was distributed for the Board's review. The Board will adopt the budget at the May meeting. This meeting shall be an "in person" meeting so discussion will be easier.
- Engine #8:
The engine brake for #8 would not work so a refund check is being processed.
- Hose Machine:
Working great for the Bishop Fire District.
- LED Lighting:
The lighting in the wildland bay shall come from the wildland budget. This shall be happening soon.

- **Training:**
The wildland training shall be complete this week for all volunteers. The final training will be with CalFire on May 1st and 2nd with Bishop Fire. This is a planned live fire training and we do have firefighters that are planning to attend. On June 2nd, 3rd, and 4th there will be training for car and dumpster fires.
- **Emergency Calls:**
Our numbers are up 30 calls from this time last year. We are expecting a record number of calls for the 21/22 fiscal year.

Update from the Assistant Chief

- None

Update from Commissioner Chairman Greg Bird

- **Audit:**
Greg reviewed the draft version of the audit and found that we needed to respond to one finding. This finding was in regards to our fixed asset list which will need to be corrected no later than June 2022. The attached memo was reviewed by the Board. The corrective action will begin as soon as possible so that this will no longer be a problem on future audits.

Run Report:

	MONTHLY TOTALS	
	Fire Calls	2
	Service Calls	0
	Rescue	23
	Training	5
	Misc	0
	Good	0
	False	0
	Hazard	1
	Weather	0
	Explosion	0
	YEARLY TOTAL	129

There being no further business a motion was made that the meeting be adjourned.

First: Jeri Stout Seconded: Pete Schlieker All in favor.

Adjournment – Chairman Greg Bird adjourned the meeting at 7:47 PM

Submitted: Joan Dixon

**BIG PINE FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS
April 21, 2021**

Greg Bird called a special meeting of the Board of Commissioners of the Big Pine Fire Protection District to order at 5:03PM on April 21, 2021. This meeting was held through Zoom due to the COVID-19 virus outbreak.

Commissioners present through Zoom were Greg Bird, Mike Carrington, Jeri Stout, and Pete Schlieker. Chief Damon Carrington also attended through Zoom.

DEPARTMENTAL BUSINESS/ACTION ITEMS

- Budget Revisions:
Revisions need to be made to the Wildland budget to complete the 20/21 fiscal year. These revisions shall be as follows: For budget 830501 we will add \$23,966.00 to object code 5012 making the total expenditures \$546,713.00.
First: Pete Schlieker Second: Mike Carrington All in favor.

There being no further business a motion was made that the meeting be adjourned.
First: Mike Carrington Seconded: Pete Schlieker All in favor.

Adjournment – Chairman Greg Bird adjourned the meeting at 5:06 PM

Submitted: Joan Dixon