

**BIG PINE FIRE PROTECTION DISTRICT  
BOARD OF COMMISSIONERS  
January 18, 2022**

Greg Bird called a meeting of the Board of Commissioners of the Big Pine Fire Protection District to order at 6:30PM on January 18, 2022.

Commissioners present through zoom, due to the increase of COVID – 19, were Greg Bird, Kerry Koontz, Jeri Stout and Pete Schlieker. Chief Damon Carrington was present at the firehouse. Jessica Scida was also present as a visitor through zoom.

Approval of the minutes of December 14, 2021 with a correction made to reflect engine brake not drive line break.  
First: Kerry Koontz Second: Pete Schlieker All in favor.

Bills submitted for payment:

***Ambulance Budget:***

American Business Machines	35.86
BP Shell	0
Bishop Welding	87.50
Hi Country Mkt	193.97
Frontier – Internet	320.00
Life Assist	155.25
Stryker Flex Financial – CPR Machine	6272.56
<b>TOTAL</b>	<b>\$7,065.14</b>

***Fire Budget:***

Amazon	486.00
Amazon	266.69
Amazon	36.57
Amazon	111.89
Amazon	340.38
American Business Machines	35.87
Big Pine CSD	0
BP Shell	109.46
Crane's Waste Oil	140.00
DWP – 058 590 8433 (Bldg. #3) 585908433	0
DWP – 181 600 0000 (Bldg. #1) 1826000159	0
DWP – 281 600 0000 (Siren) 2816000xxx	51.88
DWP – 381 600 0000 (Bldg. #2) 3816000343	0
Eastern Sierra Propane	361.21
Eastern Sierra Propane	845.09
Eastern Sierra Propane	165.58
Fail Safe Testing	558.80
Frontier Communications	185.28
Hi Country Mkt	424.96
High Country Lumber	324.47

LN Curtis	654.47
LN Curtis	323.25
SCE	17.08
Steve's Auto	0
Streamline	100.00
The Blow Hard Company	802.50
Union Bank - December	4229.07
Union Bank - January	256.71
WEX BANK – Chevron Credit Card - December	379.87
WEX BANK – Chevron Credit Card - January	129.98
<b>TOTAL</b>	<b>\$11,337.06</b>

***ACO Budget:***

Eastern Sierra Engineering PC	11,582.50
<b>TOTAL</b>	<b>\$11,582.50</b>

***Wildland Budget:***

SilverState International	5,122.14
<b>TOTAL</b>	<b>\$5,122.14</b>

Total Expenditures: \$35,106.84

Income from Amb billing: \$6,735.87

Income from Fire billing: \$0

*Fund Balances: ACO \$118,566 Operating \$35,665 Amb \$74,425 Wildland \$268,104*

A motion was made the submitted bills be paid with the exception of Eastern Sierra Engineering. A corrected invoice is expected that should reflect an amount of \$9046.58 to complete the contract amount of \$31,170.

First: Kerry Koontz Second: Pete Schlieker All in favor with the adjustment noted.

**DEPARTMENTAL BUSINESS/ACTION ITEMS**

- Board Appointment  
One application for appointment has been received. A motion was made that the application for Board appointment of Jessica Scida be accepted and she will complete the remainder of the four (4) year term of Mr. Mike Carrington.  
First: Kerry Koontz Second: Pete Schlieker All in favor.
- Chairman Appointment  
Greg Bird was nominated and voted into the position of Board Chairman for the 2022 calendar year.
- Disposal of Grime Pressure Washer  
The pressure washer is not in working order and shall be taken to Brown's Salvage yard for disposal.  
First: Jessica Scida Second: Pete Schlieker All in favor.
- Sale of Auto Pulse to Bishop Fire Department  
A motion was made to sell the Auto Pulse machine to the City of Bishop Fire Department for the amount of \$2500. The purchase of the LUCAS CPR machine eliminates the need for the Auto Pulse machine.  
First: Jeri Stout Second: Jessica Scida All in favor.
- Disposal of old 2313 and 2318 surplus parts  
A motion was made that we accept the offer from Kevin Grevenkamp of \$1000 for the surplus/salvage parts for the old 2313 and 2318 water tenders as there is very little interest in these parts because of their age.  
First: Jeri Stout Second: Pete Schlieker All in favor.

## REPORTS

### Update from Chief:

- The Maddy Grant and the HPP Grant funding should be arriving soon. The Maddy Grant application for the 2022 year will need to be completed soon.
- Damon has completed the FEMA Grant application. If we are awarded this grant the purchase of new handheld radios will be made. The application was due at the end of January so we hope to see awardment letters soon. This grant was used for new SCBA bottles last year.
- Damon presented a power point presentation recapturing the past year which included:  
Operations – emergency calls in and out of the District which were fires, accidents, hazmat and cancelled calls.  
Revenue from brush fires grossed \$539,892.62 with \$325,803.37 going towards salaries.  
Projects – which includes the parking lot, garage doors, replacement of 2316, repair and braking system for 2318, the litter basket and lighting for the Side X Side  
Training  
Call Comparison – 2017 through 2021  
Fire and EMS reporting in the NFIR's reporting system  
Capital improvements – 2013 to 2021  
Expected income to the wildland budget  
A trailer for the side x side will be discussed at a later date following the parking lot completion

### Update from Asst. Chief Dave Calloway

- None

### Update from Commissioner Chairman Greg Bird

- Communication between Secretary/Treasurer and Chief  
Very little input was received from other Board members. Joanie and Damon will decide a good time to meet on a weekly basis. It has been asked that they both attend on Wednesday meeting night as this will give them the chance to make communication easier. Greg asked to be informed when they cannot attend.
- Parking Lot  
Curbing and flow lines will be complete for the 2<sup>nd</sup> draft which should be done by Monday, January 24, 2022. If this draft looks good to Greg, Damon, and Mike Carrington the final draft will be completed. The final draft shall include a "spec sheet" and a "scope of work" with a revised budget that should have a more actual budget amount. When the final draft is complete the information shall be placed on a computer stick for future reference.
- Workers Compensation Report  
We have received information from GSR that we need to plan for an increase in our workers compensation premium. With our response to many of the brush fires during the past season we will see an increase in our premium as it is connected to our increase in payroll.
- Greg would like to make an improvement with the standing water that is in the parking lot when we have a storm. This can be discussed at a later date.

Run Report:

	<b>MONTHLY TOTALS</b>	
	Fire Calls	0
	Medical	1
	Fire&Medical	15
	Service Calls	0
	Training	5
	Misc	3
	Good	0
	False	0
	Hazard	0
	Weather	0
	Explosion	0
	<b>YEARLY TOTAL</b>	<b>51 YEARLY TOTAL</b>

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

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

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

Submitted: Joan Dixon