

**BIG PINE FIRE PROTECTION DISTRICT  
BOARD OF COMMISSIONERS  
December 15, 2020**

Greg Bird called a meeting of the Board of Commissioners of the Big Pine Fire Protection District to order at 6:30PM on December 15, 2020. 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. Chief Damon Carrington was present at the fire house.

Approval of the minutes of November 17, 2020.

First: Kerry Koontz Second: Pete Schlieker All in favor.

Bills submitted for payment:

*Ambulance Fund*

American Business Machines	22.51
Black Point	6402.33
BP Shell	53.45
Bishop Welding	87.50
Hi Country Mkt	77.39
LN Curtis	975.20
Zoll	439.37
<b>TOTAL</b>	<b>\$8,057.75</b>

*Fire Fund*

Amazon	199.44
Amazon	227.18
American Business Machines	22.51
BPCSD	238.01
BP Shell	637.99
DWP	150.14
DWP	43.98
Eastern Sierra Propane	415.41
Frontier Comm	179.60
Hi Country Market	239.63
High Country Lumber	1038.65
Inyo County Elections	531.63
Inyo County Treasurer Payment #3	17678.24
LN Curtis	700.38
LN Curtis	268.30
LN Curtis	975.20
LN Curtis	11401.04
LN Curtis	206.66
Mission Janitorial	501.53
Mission Janitorial	59.48
MES	315.53
Quill	140.57
SCE	14.06
Stansberry Welding & Fabrication	250.00
Steve's Auto	2006.53

Union Bank	909.96
Wex Bank Chevron	0
<i>TOTAL</i>	\$39,351.65

*Wildland*

Big Pine Fire – Turnouts	16844.37
LN Curtis	3488.95
<i>TOTAL</i>	\$20,333.32

Total Expenditures: \$67,742.72

Income from Amb billing: \$4072.72

Income from Accidents: \$2711.00

Fund Balances: ACO \$78,944 WORKING \$54,733 AMB \$96,809 Wildland \$53,943

A motion was made that the bills be paid.

First: Kerry Koontz Second: Pete Schlieker All in favor.

**DEPARTMENTAL BUSINESS/ACTION ITEMS**

- Oath of Office has been completed by Mike Carrington, Kerry Koontz, Jeri Stout, and Pete Schlieker.
- A motion was made that a budget revision be complete by transferring \$25,000 from Budget #830002 - Ambulance and placed in Budget 830501 - Wildland. Amounts of \$18,000 shall be placed in item #5012 and \$7,000 shall be placed in item #5112 of the Wildland Budget.  
First: Kerry Koontz Second: Pete Schlieker All in favor.
- Several of our trucks sustained wind damage, or sand blasting, at the Walker Fire. It is estimated that repairs to the Chief's truck, truck #2316, and truck #3 will cost \$13,000-\$14,000. These repairs include windshields, mirrors, and many of the lenses on the trucks. We will need to have the repairs completed and then submit claims to OES and/or Forest Service for reimbursement. A motion was made for the repairs to be completed and then application for reimbursement will follow.  
First: Pete Schlieker Second: Mike Carrington All in favor.
- Per an earlier discussion, a new air compressor will be purchased from Steve's Auto for \$1912.56. The old compressor is approximately 30 years old. A motion was made to make the purchase.  
First: Mike Carrington Second: Kerry Koontz All in favor.
- A motion was made that the old compressor be offered to the firemen for a minimum bid of \$10.  
First: Kerry Koontz Second: Pete Schlieker All in favor.
- Damon would like to replace the inside lights on the ambulance with LED lights for an estimated cost of \$3200. A motion was made that we move forward with this replacement. Installation will be done by Norm Graham in six to eight weeks.  
First: Kerry Koontz Second: Mike Carrington All in favor.
- The locking mechanism on our doors are in need of replacement soon. The company that makes them is no longer active therefore Damon is doing research on purchasing similar locks. Lone Pine Fire has made a purchase from Alarm Lock. Damon will stay in touch with Lone Pine Fire to see how they work out. They may be a possibility for us. No action needed but to be returned to the agenda in January.
- Greg has reviewed information from FireStrong, a mental health service that we would like to have information on for future use if needed. They are expensive for our department so we will not be going forward with them. CalFire has offered their services if we are in ever in need. Greg has asked to have packets put together to have on hand at the firehouse so that they are readily accessible to our firemen if needed.

- Damon presented a "Payroll Deduction Letter" that he would like to use eliminating the need for yearly signatures for payroll deductions. The letter has been drafted directly from the County of Inyo form to reflect the correct wording. A motion was made that the Board adopt this policy and letter so that firemen can sign for upcoming payroll deductions. New and old firemen alike will complete this form therefore eliminating the need for future payroll deduction signatures on a yearly basis.  
First: Kerry Koontz    Second: Pete Schlieker    All if favor.

#### **REPORTS**

##### Update from Chief:

- Joanie and Damon will be creating firemen packets for new firemen to complete upon joining. These packets will include a membership form, W – 4, a Payroll Deduction Letter, and a Direct Deposit Form. Greg would like this packet to include the SOP's also.
- New 2315 will be going into service soon. It will return to Inyo Mono Body for final touches the first of next week. Some interest is being shown in the old 2315. Hope is that interest will increase as we move into the summer months.
- Damon shared information regarding the Mt View Fire in Walker. He will soon be billing OES \$16,500 for our mutual aid services. We are awaiting \$314,000 from CalFire and \$76,000 from OES for other mutual aid services.
- We have received word that we will be receiving \$20,000 for the Maddy Grant. Damon will wait until January/February to complete that spending as he hopes to have more of the mutual aid monies by then.
- A review of wages for our housekeeping staff is needed as the minimum wage has increased. This is to be placed on our January agenda.
- We have collected \$6,000 in our operating budget from accident billings in the current fiscal year. We have \$28,000 that has gone to collections from recent years.
- The station windows have been decorated for Christmas by two local girls. We are hoping that it will bring some joy to the folks of the community. The COVID cases are increasing quickly in Inyo and Mono Counties.

##### Update from the Assistant Chief

- None

##### Update from Commissioner Chairman Greg Bird

- There has been no luck with BIA for the Tribal Agreement. Greg will wait until January to pursue.

Run Report:

	<b>MONTHLY TOTALS</b>	
	Fire Calls	2
	Service Calls	0
	Rescue	13
	Training	5
	Misc	1
	Good	0
	False	0
	Hazard	0
	Weather	0
	Explosion	0
	<b>YEARLY TOTAL</b>	<b>21</b>

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

First: Jeri Stout      Seconded: Mike Carrington      All in favor.

Adjournment: 7:20 PM

Sincerely submitted

*Joanie*