

Weaverville Fire District

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MINUTES WEAVERVILLE FIRE PROTECTION DISTRICT

Regular Meeting – October 11, 2016

- I. **CALL TO ORDER:** The Regular Meeting of the Weaverville Fire Protection District was called to order by Chairman, Bill Britton at 1000 hours. Commissioners present: George Owen, Arden Potter, Mike Williams, and Larry Helsley. Others present: Chief Frank DeNatale, Mike McMillan, Lisa Guglielmina, Jon Gier, Morgan Stanley Representative Richard L. Hill, and Accounting Clerk Serena Brown. Attending via phone Morgan Stanley Representative Christopher Beeman.
- II. **CONSENT AGENDA:**
 - A. **Approve Regular Meeting Minutes September 6, 2016**
 - B. **Approve Warrant List and Journal Entries**
MSC Williams/Potter to approve the consent agenda as presented.
- III. **ACTION ITEMS:**
 - A. **Discuss/Approve – Appointing a Treasurer to monitor and analyze the District's financial history for the purpose of forecasting and developing all cash management strategies present and future.**

A short discussion clarified that the District Board is ultimately in control of all District money but that the Treasurer will help the Board with cash/funds management. The District Board members will all be signers on the account.

MSC Potter/Helsley to appoint the Accounting Clerk, Serena Brown, as the Treasurer.
Roll Call Vote: Ayes – 5, Noes- 0, Absent – 0, Abstain – 0
 - B. **Discuss/Approve – procedures for placing District money in Morgan Stanley, and procedures outlining actions regarding District money while in Morgan Stanley.**

There was lengthy discussion between the Board and the Morgan Stanly Representatives about the options available to the District when investing money. Chris Beeman joined the conversation via phone. He is a Government Entity Specialist. Chris reminded the Board that government entities have restrictions and specific ways money can be invested. He and Rick Hill presented several different Morgan Stanly Models of investment. The account they are recommending is flexible, has no cost with liquid in/liquid out, and is insured up to \$500,000. There is no annual fee and there can be both an Operating/Checking account along with our investment account. Morgan Stanley's Fee is the lowest available, set at 1.1%. The Budget Committee enthusiastically supports the movement of accounts. Commissioner Potter suggested

that the District should be more conservative on our initial investments and all board members agree.

MSC Williams/Potter to withdraw \$433,750 from the County account and start an account at Morgan Stanly. \$180,000 to be placed in a checking/operation account and \$253,750 to be invested in a portfolio with a 60/40 investment strategy.

Roll Call Vote: Ayes – 5, Noes- 0, Absent – 0, Abstain – 0

C. Discuss/Approve – How District money will be insured, protected, and monitored.

The Bylaws (see attached) were reviewed and Lisa reminded the Board that the members already are insured up to million dollars.

MSC Williams/Potter to approve the bylaws and procedures for insuring, protecting and monitoring district money as presented.

Roll Call Vote: Ayes – 5, Noes- 0, Absent – 0, Abstain – 0

IV. DEPARTMENT AND BUSINESS REPORTS:

A. Hazardous Reduction Progress Report: Getting ready to get going. Going to burn piles at oil Fire School.

B. Fire Chief's Report:

1. Main Street fire inspections completed. Businesses owners were receptive.
2. Taylor Street flow tested and passed.
3. Planning a Trinity River Lumber Mill walk-through, with the members, including sprinkler mapping and pre-plan.
4. The Captains meeting was last Monday. Training is going good. Working on Water Tender proposals including grant funding.
5. We did a Homecoming Football standby and parade.
6. Chief proctored a HazMat FRO class with two members attending and passing.
7. Dollar General complaints keeping coming in about blocked exits and the fire extinguishers. The back warehouse in a fire hazard. Maybe need to talk to State Fire Marshal or contact corporate.
8. Starbucks at Tops has been locking the door/fire exit. Must be open during business hours.
9. Every 15 minutes is being put on in February for Trinity High school.
10. Chief has been taking some weekend duties giving the captains a break.
11. Fire prevention week at the elementary school is coming up and we are taking the Fire Safe House.
12. The new Chevy Silverado Chief's Rig is ready to be picked up.
13. Williams expressed interested in pump testing and wondering if we are up to date. Chief DeNatale confirmed that we are.

C. Fire Department Report:

1. SCBA drill went well. There was an obstacle course set up with blacked out mask.
2. Over the bank rescue training went well used a wench and old fashion.

D. Sleeper Program Reports:

1. Jon Guir reported that we may need a new vacuum. He is in the process of organizing the air room. He is also being extra vigilant with building safety. We have had a few trespassers.

E. Committee Reports:

1. Recruitment Committee: (Britton, Helsley, DeNatale, Corbett): Two new guys and we are working on more
2. Collections Committee: (Owen, Guglielmina): Owens suggested changing Guglielmina to Brown. The next Agenda/Minutes will reflect changes.
3. Contract Committee: (Williams, DeNatale, Guglielmina): No report
4. Budget committee: (Helsley, Potter, DeNatale, Kormeier, Guglielmina): No report
5. Financial Committee: (Williams, Potter, Guglielmina): No report

F. Director Reports: Commissioner Williams expressed his sincere appreciation for Lisa Guglielmina's hard work in moving the District money from the County to our own account. Commissioner Potter seconding the sentiment adding that he appreciates all her hard work. All member would like to publicly thank Lisa for her years of services. Commissioner Owens inquired about a sleeper for Station #2 which Chief DeNatale is actively recruiting for.

V. PUBLIC COMMENT:

Mike McMillan, our Website Technician, asked and was granted a picture of the board. Lisa Guglielmina reported that Serena Brown was doing good job.

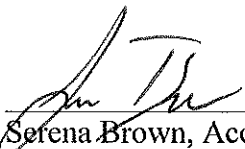
VI. CORRESPONDENCE:

It is open enrollment on insurance. Lisa G. has been taken off medical and dental insurance plans.

VII. ADJOURNMENT: There being no further business, the meeting was adjourned at 1140 hours



Bill Britton, Chairman



Serena Brown, Accounting Clerk