



WILTON FIRE PROTECTION DISTRICT

9800 Dillard Road • Wilton, CA 95693

(916) 687-6920 • Fax (916) 687-8920

www.wilton-fire.org

MINUTES

Regular Meeting of the Board

Wednesday, October 15, 2014 at 7:00 p.m.

Wilton Fire Station 81

ATTENDANCE

Directors Present: Joe Guardino, Obe Brown, Ron Fiorica, Al Iaccopucci

Directors Absent: Edgar Monroy

Staff Present: Fire Chief, Jeff Cookson and Clerk of the Board, Andrea Adams

A. CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. Director Guardino called the meeting to order at 7:00 p.m.
2. Pledge of Allegiance led by Chief Tom Dark

B. ANNOUNCEMENTS/PRESENTATIONS

1. Board Committee Updates – Director Guardino stated he attended the LAFCo Special District Meeting on 09/30/14. He stated the Water Districts are doing a lot of planning due to the water situation. There was nothing to report that directly affects WFPD.
2. Director Brown reported Mr. Joe Virone recently passed away and there was a eulogy last Wednesday for him.

C. COMMUNICATIONS FROM THE PUBLIC

1. Mr. Eugene Rose provided a document to the Directors stating it was a standard request for information. He further stated, one is a clarification based on the one I gave out last month. The other one is regarding two sections of the Policies and Procedures Manual.
2. Chief Jackson stated he would like to thank Chief Cookson and the Board Members for supplying an engine with the crew to the funeral home for Mr. Bill Jenkins. A lot of effort went into it and it was appreciated.

D. CONSENT CALENDAR

1. **M/S Fiorica/Brown** To approve the consent calendar as written.
Approved 4/0

E. STAFF REPORTS

1. Chief Cookson updated the Board on the prior month's activities through the Chief's Report:
 - i. September 2014 reported 46 calls and September 2013 reported 34 calls;
 - ii. There were several non-injury vehicle accidents (eight), and a small grass fire on Walmart Road started by Mylar balloons;
 - iii. Vehicle maintenance included E-81 is back in service after having power steering problems. The suburban had a water leak repaired and smog check;
 - iv. Building Maintenance included summer clean up at Station 84;

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- v. Training on Tuesday included going out to the Conex Boxes at Station 84. Saturday's training will entail Search and Rescue Operations at the CSD Training House on Bradshaw Road;
- vi. General Information included – Wilton Fire was honored at the annual History Day. October is Fire Safety month. WFPD made presentations at the Dillard School and the Wilton Bible School. The LAFCo RFP Final Draft has been completed and will be reviewed on 11/05/14 by the Commission. The Shift Firefighter written exam will be held on 10/22/14. There are four new Shift Firefighters starting next month. The inventory project is underway. There's a need for a listing of the inventory and Mr. Jim Graham is helping with it.

Volunteer Firefighter Jim Graham stated he is conducting an inventory of the District's fixed assets. The District C.P.A., Mr. Robert Merritt, has requested an updated list of all assets valued at \$1,000 or greater. This list includes all apparatus as fixed assets of the District. He further stated the On-Duty Personnel, Office Staff, and Chief Cookson and Chief Robinson have helped, and he will have the list completed for the November Meeting.

F. NEW BUSINESS

1. Surplus Fire Hose – Chief Cookson

Recommendation: Chief Cookson stated he recommends the District surplus the out of service fire hose.

Discussion: Chief Cookson stated we currently have fire hose being stored at Station 84 that has been placed out of service due to its age. The hose was purchased "used" several years ago from Elk Grove Fire. Most of the hose is from the early 1990's and he doesn't see any fiscal impact to the District.

Chief Cookson stated staff recommends that we surplus out any out of service fire hose. Earlier this year, the District was able to purchase new hose with an awarded 50/50 grant from Cal Fire. WFPD currently has the required amount of hose placed on all apparatus in addition to an ample supply of reserve hose. Upon research, Lockwood Fire District in Amador County could use the hose and would gladly accept it.

Director Guardino stated if it's something that we have laying around that we're not going to use, I'm all for giving it to somebody that can use it if it would benefit another Fire District. Like the Chief mentioned, there's no fiscal impact and it's not saleable at this point.

M/S Guardino/Brown To approve the Chief's recommendation and surplus the hose to the Lockwood Fire District.

Approved 4/0

2. Richardson & Company, LLP, Final Audit Report – Director Guardino

Recommendation: To approve the Final Audit Report as written.

Discussion: Director Guardino stated last month we accepted the Preliminary Audit. Since we didn't have any concerns last month, it's done, and if we choose to do so, can accept the Final Audit as submitted. Are there any questions, concerns, or comments?

Director Iaccopucci inquired about the recommendations by Richardson and Company pertaining to the audit report.



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Director Guardino stated there are recommendations made and we'll look at those. One of those is a list of our fixed assets. So, it will be nice to have the list of the fixed assets.

M/S Brown/Monroy To accept the Final Audit from Richardson and Company as written.

Approved 4/0

G. OLD BUSINESS

1. Water Storage Tank – Chief Cookson

Recommendation: Chief Cookson recommended continuing to work on the project to obtain the proper water storage at Station 81.

Discussion: Chief Cookson stated the preliminary drawing is complete from the Architect and it's been submitted to the County for a permit. Once it's approved, we can continue our project and obtain the three bids.

No Action Required

H. IDENTIFICATION OF ITEMS FOR FURTHER MEETINGS

1. Concrete Safety Walkway at Station 84
2. Canopies for Station 81, Station 83, and Station 84
3. Station 81 Women's Restroom and Stair Removal
4. Solar for Station 81

I. EXECUTIVE SESSION

Closed Session Item

1. Public Employment – Personnel
(Government Code Section 54957.6)

J. ADJOURNMENT

Board adjourned at 9:15 p.m.

Respectfully submitted,

Andrea Adams
Clerk of the Board

Approved:

Joe Guardino
Chairman