



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, FEBRUARY 21, 2018 at 7:00 p.m. WILTON FIRE STATION 81

ATTENDANCE

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

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

A. CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. Director Monroy called the meeting to order at 7:00 p.m.
2. Pledge of Allegiance led by Andrea Adams

B. ANNOUNCEMENTS/PRESENTATIONS

1. WFPD Board Committee Updates – None

C. COMMUNICATIONS FROM THE PUBLIC

1. Mr. Tim Simonsma thanked the staff for their enthusiasm and professionalism. He requested any correspondence between the Board and Mr. Rose be presented during future Board meetings so the public can input their feelings.

He also stated he is concerned about changing WFPD into a paid department. He's not sure we have a tax base to support it and we're a conservative neighborhood. We need to be sensitive to the young people and retirees. Currently, our budget is approximately one million and with paid staff it would need to be two to three million. I'd like you to tread lightly and really take it into consideration.

Right now, we have an opportunity for young people with little to no experience and this is one of the few firehouses that will allow them to come in and receive their training. If we go to a full paid firehouse, do we lose that opportunity for the young folks to acquire training? I think we have a real asset here and I'd like you to consider what we may lose. Thank you.

D. CONSENT CALENDAR

1. M/S Guardino/Brown To approve the consent calendar as written
Approved 5/0

E. STAFF REPORTS

1. Chief Cookson updated the Board on the prior month's activities through the Chief's Report:
 - i. January 2017 reported 69 calls and January 2018 reported 54 calls;
 - ii. Significant Incidences – there were none to report;
 - iii. Building and Vehicle Maintenance – All three fire stations were sprayed for weeds, Station 84's surveying was completed, the deed was transferred from Alta Mesa Fire to Wilton Fire, soil and rock were brought in, Water Tender 84 is at the shop for a leak most likely in the water tank;
 - iv. Fire Prevention included eight new projects;
 - v. Training – Live burn at Station 84, Module 1 Training Month 2 of 2, three Target Solutions assignments, and we held an in-house CPR course for our members on 2/10/18;
 - vi. General Information – The Association Dinner was held 2/17/18, Rescue 81 is in the assembly line in South Dakota, we are preparing a wildland safety gear order which was budgeted for and we successfully completed our FEMA Grant for new SCBA's (56 sets at a cost of just under \$300,000).



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Director Guardino asked Chief Cookson if he's contacted neighboring agencies about SCBA's. He further stated he would like to see that all the bottles are compatible with surrounding agencies. Chief Cookson stated he's spoken with neighboring agencies and they're mostly up in the air. Director Guardino stated he'd like ours to be the same as surrounding agencies.

F. NEW BUSINESS

1. Letter of Engagement with Richardson & Company, LLP for Audit – Chief Cookson
Recommendation: Chief Cookson recommended signing the Letter of Engagement with Richardson and Company to audit the years ended June 30, 2014, 2015 and 2016
Discussion: Chief Cookson stated we budgeted for this in our 2017/2018 budget (years 2014, 2015, 2016). The cost is \$5,500 per year plus \$2,700 for the pension liability. In the future, I'd recommend doing two years at a time.

Director Guardino asked why we aren't doing them every year and why isn't 2017 included so we're caught up. I'd like 2017 done as well and have the audits completed annually.

Chief Cookson stated if this is approved then we can amend it to include 2017.

M/S Brown/Fiorica To approve the Letter of Engagement as written and include 2017
Approved 5/0

2. EMS Supply Contract – Chief Cookson
Recommendation: Purchase Medical Service Supplies through CSD Fire
Discussion: Director Guardino recused himself. Chief Cookson stated he contacted CSD Fire to purchase medical supplies through them since bulk pricing matters. It will save 10-15% on the purchase of medical supplies. They provided us with a six month agreement and at the end we can extend it as we see fit. Either party can terminate it at any time.

M/S Brown/Fiorica To purchase our EMS supplies through CSD Fire
Approved 5/0

3. Heating and Cooling System Replacement at Station 81 – Chief Cookson
Recommendation: Hire Lemos Heating and Air to install a new heating and air unit as indicated in the Staff Report
Discussion: Chief Cookson stated Station 81's heating and cooling system is not working properly. It would be in excess of \$3,000 to repair it since it's old. We explored installing a new system that's a ductless split system. It's quieter and more energy efficient at a cost of \$6,875 and includes our permit fees. We have money in the Building Maintenance Account. It won't affect the future remodel. Three bids are provided for your review.

Director Brown asked if the two ton unit was large enough for the meeting room. Chief Cookson stated the professionals recommended it.

M/S Guardino/Brown To approve the heating and air conditioning unit as indicated in the Staff Report
Approved 5/0

G. OLD BUSINESS

1. Community Survey – Chief Cookson
Recommendation: Issue a survey to Wilton residents asking if they support an assessment for increased services
Discussion: Chief Cookson stated we're still working on it. We'll have a sub-committee meeting the first or second week of March and give you the findings afterwards.



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Director Monroy thanked Mr. Simonsma for his candidness and openness.

Director Guardino stated I share a lot of your same concerns. I agree that this is a unique program that provides a great opportunity for those wanting to get into the fire service. We need to take our time and act in the best interest of the community so we don't end up with any regrets down the road.

Mr. Simonsma stated that the opportunity is really important to him.

Chief Cookson stated the program isn't going away. It would be supplementing what we already have.

Director Monroy stated his concerns are that it would be impacted.

No Action Taken

H. IDENTIFICATION OF ITEMS FOR FUTURE MEETINGS

1. None

I. EXECUTIVE SESSION

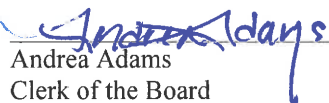
Closed Session Item

1. Pending Litigation
(Government Code Section 54956.9)

J. ADJOURNMENT

Board adjourned at 8:35 p.m.

Respectfully submitted,


Andrea Adams
Clerk of the Board

Approved:


Edgar Monroy
Chairman