

Ross Valley Fire Department
Board Meeting Minutes
Wednesday, October 08, 2014

Board present: Kelly, Weinsoff, McInerney, Small, Reed, Hoertkorn, Shortall, Finn

Staff present: Toy, Mills, Stasiowski, Hanson, Mahoney, Lewis

1. **Board requests:** Member Finn spoke about the evacuation drill in the Kent Woodlands last weekend. He was impressed about how the drill went and the process. He hopes that at some point these could occur within our jurisdiction as well. Chief Mills will bring it up with the police departments and see if there is an interest in our area.
2. **Consent Agenda:** M/S Weinsoff/McInerney to approve consent agenda as presented. All ayes.
3. As open time was missed at the beginning of the meeting, it was asked and there were no public items.
4. **Authorize funds for the purchase of a chipper truck to facilitate the Ross Valley Fire Department Chipping Program.** Chief Mills reviewed the staff report and explained the financial picture of the department. Discussion about the use of the truck and if it can be used for other uses. Member Reed brought up there are public works departments to see if there was a feasible to use a current truck. Member McInerney asked San Anselmo's staff and was advised that the current truck would not work with this chipper and that it would be a better idea to purchase a truck for this purpose only. Member McInerney asked if this will require additional staff time to manage the program and coordination of the program. Chief Mills responded that it will be managed by members of the Fire Safe Marin Council. President Small asked if the policies, how to use, the expectations, etc. will be written out. Chief Mills replied that in coordination with Fire Safe Marin the information will be sent out via email through the town's website. Member Shortall said that the online registration and coordination worked really well with their chipper days. Discussion about renting out the chipper and if the truck would be going along with the chipper. M/S Weinsoff/McInerney to approve purchase of a truck for the chipper. All ayes.
5. **Direct Staff to create an SCBA Depreciation Account:** Chief Mills reviewed the staff report and the reasoning behind the request to set up this account. The starting fund will be \$80,000 and then increase as time goes on. M/S Kelly/Weinsoff to approve. All ayes.
6. **Undesignated reserve fund – for the Boards information.** Chief Mills reviewed the staff report and explained the planning for the changes to designating the reserves into the SCBA Fund with the carry forward balance being \$384,146, as this amount is roughly 5% of the total budget amount for the year, it will be held for unexpected expenses.

Chief Mills made a brief presentation on the King Fire the he responded to last month.

Next meeting – scheduled for Wednesday, November 12, 2014.

Minutes respectfully submitted,


JoAnne Lewis

Administrative Assistant

AGENDA ITEM # 2A
Date 11/12/14

ROSS VALLEY FIRE DEPARTMENT

11/6/2014 10:45 AM

Register: 1020 · Cash - BofA Operating

From 10/01/2014 through 10/31/2014

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
10/02/2014			-split-	Deposit			2,020.00	468,582.14
10/02/2014			-split-	Deposit			8,006.86	476,589.00
10/02/2014			-split-	SA Plan Reviews			1,870.00	478,459.00
10/02/2014	18029	MCFDFA Training F...	6180 · Community Edu...		150.00			478,309.00
10/03/2014			3035 · Ross	Deposit			136,624.16	614,933.16
10/03/2014			-split-	Deposit			273,574.99	888,508.15
10/03/2014			-split-	Deposit			86,376.43	974,884.58
10/03/2014			-split-	Deposit			157,232.57	1,132,117.15
10/07/2014	18030	AFLAC	-split-		1,136.19			1,130,980.96
10/07/2014	18031	American Messaging	6040 · Dispatch		389.48			1,130,591.48
10/07/2014	18032	AT&T	6061 · Telephone		704.14			1,129,887.34
10/07/2014	18033	At&T Mobility	6061 · Telephone		242.58			1,129,644.76
10/07/2014	18034	At&T Mobility	6061 · Telephone		720.08			1,128,924.68
10/07/2014	18035	AT&T	6061 · Telephone		37.14			1,128,887.54
10/07/2014	18036	RDO Equipment Co.	7054 · Vehicle Purchase		40,791.30			1,088,096.24
10/07/2014	18037	Boundtree Medical	-split-	Acct. No. 2016...	802.76			1,087,293.48
10/07/2014	18038	Brandon Tire	6012 · Repairs - Vehicle		114.00			1,087,179.48
10/07/2014	18039	Benefit & Risk Mana...	-split-		4,333.53			1,082,845.95
10/07/2014	18040	California Assoc. of ...	-split-		624.00			1,082,221.95
10/07/2014	18041	Ed Jones Co., Inc.	6090 · General Depart...		176.92			1,082,045.03
10/07/2014	18042	Fairfax Lumber	6090 · General Depart...	August	156.57			1,081,888.46
10/07/2014	18043	Fishman Supply Co.	6090 · General Depart...	acct. # 2128	271.59			1,081,616.87
10/07/2014	18044	FASIS	6006 · Workers' Comp...	2nd Qtr	47,246.00			1,034,370.87
10/07/2014	18045	Fire Safety Supply	6020 · Equipment Mai...		432.64			1,033,938.23
10/07/2014	18046	Golden Gate Petroleum	6010 · Fuel	VOID:		X		1,033,938.23
10/07/2014	18047	Good & Clean Co.	6090 · General Depart...	Station 19 deep...	2,000.00			1,031,938.23
10/07/2014	18048	Goodyear	6012 · Repairs - Vehicle	OES 362	222.14			1,031,716.09
10/07/2014	18049	LN Curtis	7030 · Apparatus and ...		1,999.43			1,029,716.66
10/07/2014	18050	Lexipol LLC	6045 · Other Contract ...		4,900.00			1,024,816.66
10/07/2014	18051	Mahoney, Chris	6112 · Training & Edu...	Reimbursement	137.06			1,024,679.60
10/07/2014	18052	Martin and Harris	6020 · Equipment Mai...		311.19			1,024,368.41
10/07/2014	18053	Chris Mills	6090 · General Depart...		144.95			1,024,223.46
10/07/2014	18054	Myers Stevens & Co.	2200 · Myers-Stevens ...		15.00			1,024,208.46
10/07/2014	18055	Marin County Tax C...	6041 · Radio Repair		1,575.90			1,022,632.56
10/07/2014	18056	Marin Municipal Wa...	-split-		456.73			1,022,175.83
10/07/2014	18057	Oskosh Capital	-split-		88,383.94			933,791.89
10/07/2014	18058	Opperman & Son	6011 · Parts - Vehicle		126.04			933,665.85
10/07/2014	18059	Occu-Med	6094 · New Hire		385.00			933,280.85
10/07/2014	18060	Praxair	6112 · Training & Edu...		35.27			933,245.58
10/07/2014	18061	P G & E	6060 · Gas & Electric		870.78			932,374.80

ROSS VALLEY FIRE DEPARTMENT

11/6/2014 10:45 AM

Register: 1020 · Cash - BofA Operating

From 10/01/2014 through 10/31/2014

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
10/07/2014	18062	Redwood Security	6045 · Other Contract ...		495.00			931,879.80
10/07/2014	18063	Ross Valley Firefight...	2180 · Union Dues Wit...		2,160.00			929,719.80
10/07/2014	18064	Ross Valley Firefight...	2180 · Union Dues Wit...		540.00			929,179.80
10/07/2014	18065	US Bank	-split-	55653801	4,083.04			925,096.76
10/08/2014	18066	Golden Gate Petroleum	6010 · Fuel		2,635.57			922,461.19
10/10/2014	Health		5021 · Cafeteria Health...	October	52,886.14			869,575.05
10/10/2014			1040 · Cash - BofA Pa...	Funds Transfer	185,000.00			684,575.05
10/13/2014			-split-	Deposit			6,050.67	690,625.72
10/13/2014	PERS		5020 · Retirement [split]	September	89,868.83			600,756.89
10/20/2014	18067	CSFA	5061 · Volunteer CSF...	Annual Dues	825.00			599,931.89
10/20/2014	18068	Bank of America Me...	6111 · Fire Prevention	VOID:		X		599,931.89
10/20/2014	18069	Moore Heating and ...	6026 · Building Maint....	Sta. 20	1,084.00			598,847.89
10/20/2014	18070	Moore Heating and ...	6026 · Building Maint....	Sta. 19	1,973.00			596,874.89
10/24/2014			1040 · Cash - BofA Pa...	Funds Transfer	190,000.00			406,874.89