



Meeks Bay Fire Protection District

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Steve Leighton, FIRECHIEF

BOARD OF DIRECTORS:
Edward I. Miller
Korie Kromydas
Louis Fielding
Bob Millslagle

BOARD OF DIRECTORS REGULAR MEETING Wednesday, June 29, 2022 ❖ 3:30 p.m.

Minutes

Directors Present: Director Fielding, President Miller, and Director Millslagle

1. Call to Order

The meeting of the Meeks Bay Fire Protection District Board of Directors for the month of June was called to order at 3:32 p.m. by President Miller.

2. Additions to Agenda/Approval of Agenda

There was one additional change to the agenda requested by President Miller. There was no public comment.

It was moved by Director Millslagle, and seconded by Director Fielding, to approve adding a discussion regarding the Meeks Bay Restoration Project. The motion passed unanimously by roll call vote.

It was moved by Director Fielding, and seconded by Director Millslagle, to approve the Board Agenda dated June 29, 2022 with the addition of a discussion regarding the Meeks Bay Restoration project. The motion passed unanimously by roll call vote.

3. Approval of Past Minutes

There were no additions or changes to the minutes from the April 27, 2022 meeting. There was no public comment.

It was moved by Director Fielding and seconded by Director Millslagle to approve the Board Minutes dated April 27, 2022, as submitted and posted. The motion passed unanimously by roll call vote.

4. Financial

There was a discussion between board and staff.

It was moved by Director Fielding and seconded by Millslagle to accept the financial reports, items 4.A-E, as presented. The motion passed unanimously by roll call vote.

5. Public Input

Dan Canfield, Sierra District Superintendent of California State Parks, addressed the Board regarding wood and charcoal fire restrictions in California State Parks per the order that is in effect until December 1, 2022. He covers 17 districts and 16 parks along the Lake Tahoe shoreline. All camping facilities are open, along with concessions. Only parks to use fires are registered campers in metal fire rings. Only two that allow wood campfires are Tahoe City and Sugar Pine State Park. DL Bliss is included as of June 15 due to large scale project that didn't happen. DL Bliss is at 50% capacity at the lower loops where wood fires are permitted. During red flag warnings, there is no fire allowed. State Parks public safety staff will continue evaluating and issuing fire restrictions as conditions merit in accordance to state law and regulations. The things that public safety staff are looking at are national fire danger rating

system, ongoing fire incidents statewide, staffing levels, and weather. Expecting a very busy weekend.

State Parks lands are governed under a separate set of State Law and Regulations that directs State Parks staff to accommodate the use of fire when campers can do so safely. These State Laws and Regulations allow the parks to not be in alignment with the Fire District's fire restrictions and choose to not ban fires because they believe they can do it safely within the State Parks here in the Tahoe Basin.

Instead of having a protocol or a flowchart for the decision making on fire restrictions while in the parks, Sierra District State Parks staff decide on fire restriction decisions based on the conditions. The power to make these decisions are vested in the District Superintendent, who delegates it to the Chief Ranger. The Chief Ranger is the one who is hearing on a daily basis from the Peace Officer's on the ground what the vides are in the parks. The decisions are also subjectively made by looking at the five color coded fire danger rating scale and staffing levels, which can be affected by COVID impacts. The District Superintendent has the ability to decide where and when fire is allowed, along with the State Law and Regulations. So, when the Fire Districts determine that it is high fire danger conditions, but it is not a red flag day, the State Parks in the Tahoe Basin has the ability to still allow the use of fire because it is legal. This Board believes that just because something is legal it does not mean you should do it.

The Board is concerned that there is a lot of air pollution going on at the camp sites along the West Shore that allow burning due to fires and charcoal going into the air, which can be eliminated with propane stoves. It was met with the rebuttal that we should stop cars from coming up and visiting because of all the pollution they cause as well.

The entity of the State Parks does not choose to align themselves with the Fire Districts regulations and the concerns of the citizen of this community.

There was a discussion between Board and staff. There was no public comment.

PIO Holland stated she got off the phone with the Tribune who will ask Dan Canfield about the restrictions. Mr. Canfield said he joined in on the topic with the Lake Tahoe Basin and he believes they are developing a press release.

6. **Business Requiring Action**

A. **[Resolution Proclaiming a Local Emergency, Ratifying the Proclamation of a State of Emergency Issued on March 4, 2020, and Authorizing Remote Teleconference Meetings of the Legislative Bodies of Meeks Bay Fire Protection District for the Period of June 29 – July 28, 2022, Pursuant to Brown Act Provisions](#)**

This resolution allows the Board the option to hold meetings virtually. The law enacted to implement the proclamation remains in effect until January 1, 2024. The ability to hold virtual meetings like this is allowed while the proclamation is active. If, in the future the Board decides to meet in person and then the need arises to meet virtually again, it's a good idea to pass this resolution. Each resolution is good for 30 days.

There was a discussion between Board and staff. There was no public comment.

It was moved by Director Fielding, seconded by Director Millsagle, to waive the reading and adopt Resolution 2022-10, allowing the District the option of holding the June meeting in a virtual setting. The motion passed unanimously by roll call vote.

The first public hearing opened at 4:13 pm

B. **[Public Hearing: Resolution 2022-11 - Adoption of Appropriation Limitation for Fiscal Year](#)**

2022-2023

The Board held a public hearing to adopt the appropriations limit given to us by the County. The Board reviewed the letter from El Dorado County Office of Auditor-Controller. Also reviewed was Resolution 2022-11 which allows the Board to adopt the appropriations limit.

There was a discussion between Board and staff. There was no public comment.

It was moved by Director Fielding and seconded by Director Millslagle to waive the reading and adopt Resolution 2022-11 setting the appropriations limit for fiscal year 2022/2023 at the sum of \$1,972,116. The motion was passed unanimously by roll call vote.

The first public hearing closed at 4:17 pm

The second public hearing opened at 4:17 pm

C. **Public Hearing to Approve the Following: Fire Protection and Emergency Response Services Assessment Annual Report; Annual Update of the Budget for the Assessment; Annual Update of the Services to be Provided; Annual Update of Other Specifics of the Assessment; and Authorize the Continuation of the Fire Suppression Assessment**

Resolution 2014-08 was adopted in October of 2014. With the adoption of the resolution, the assessment can be imposed and levied annually, after the Board of Directors approves an annual update to the Engineer's Report prepared by staff, budget for the assessment, services to be provided, and other specifics of the assessment. In addition, the Board must annually hold a public hearing to continue the assessment.

In order to conform with the requirements of the resolution, and ensure the County can legally levy the assessment on property tax bills, the Board must hold a Public Hearing to review and approve the update of the Fire Protection and Emergency Response Services Assessment Annual Report; and authorize the continuation of the Assessment.

There was discussion between Board and staff and the Board thanked Chief Leighton and Finance Director Eason for their hard work. There was no public comment.

It was moved by Director Fielding and seconded by Director Millslagle to accept Items C.1-5 to approve the Fire Protection and Emergency Response Services Assessment Annual Report for 2022; the annual update of the budget, with an increase 4% and an "Unused CPI" of .2% based on the December 2021 San Francisco Area CPI-U, for the assessment shown in the report; the annual update of the services to be provided shown in the report; the annual update of all other specifics of the assessment shown in the report; and authorize the continuation of the assessment. The motion was passed unanimously by roll call.

The second public hearing closed at 4:21 pm

D. **Resolution 2022-12 – Adoption of Preliminary Budget for Fiscal Year 2022-2023**

Chief Leighton introduced this item and expressed his appreciation to the finance team for putting together the preliminary budget presented. The final budget will be reviewed at the public hearing during the September 27 Board meeting. He then turned it over to Director Eason who explained that this preliminary budget allows spending authority until it is tried up in September. We do not receive the revenue numbers from the County until September so we used a 3.8% estimate increase for Property Taxes and 4.0% increase of the Special Assignment but is unable to increase the special taxes.

The District's required CalPERS Unfunded Accrued Liability (UAL) contributions increased by \$22,402 over FY 2021-2022. Overall, the CalPERS contributions decreased by \$7,662 in fiscal year 2022-2023 due to the removal of the Office Manager's required payroll contributions. It should also be noted that a 6% COLA has been included for the North Tahoe employee wages, beginning January 2023, based on the current Agreement/MOU agreed upon in negotiations.

There was discussion between Board and staff. There was no public comment.

It was moved by Director Millslagle and seconded by Director Fielding to waive the reading and adopt Resolution 2022- 12 approving the Preliminary Budget for General Fund for Fiscal Year 2022-2023 in the amount of \$2,122,563. The motion was passed unanimously by roll call.

E. **Resolution 2022-13 – CERBT Delegation of Authority to Request Disbursements**

Due to the retirement of Office Manager Shawn Crawford, the delegation of authority for the California Employers' Retiree Benefit Trust (CERBT) fund needs to be updated to allow for disbursements above \$10,000 to be processed. Disbursements above \$10,000 require two signatures and currently only the Fire Chief is an authorized signer. The CERBT fund is used each year to reimburse the District for medical expenses paid for the retirees.

Staff is asking the Board to adopt Resolution 2022-13, updating the Delegation of Authority for the CERBT fund to include the positions of Division Chief and Director of Finance & Administration, as well as retain the position of Fire Chief that is currently authorized.

It was moved by Director Fielding and seconded by Director Millslagle to waive the reading and adopt Resolution 2022-13 updating CERBT delegation of authority to request disbursements. The motion was passed unanimously by roll call.

F. **Appoint Melissa Daniels to the office of District Clerk**

Due to the retirement of Administrative Assistant II Kelly Martin, the District hired Administrative Assistant II Melissa Daniels to fill her position. As a result of this change, we are asking the Board to adopt Resolution 2022- 14, appointing Administrative Assistant II Melissa Daniels to the office of District Clerk replacing Kelly Martin.

The Board thanked Kelly for her years of service and welcomed Melissa.

It was moved by Director Fielding and seconded by Director Millslagle to adopt Resolution 2022-14 appointing Melissa Daniels to the office of District Clerk. The motion was passed unanimously by roll call.

G. **Future Planning with North Tahoe Fire Protection District**

Chief Leighton updated the Directors regarding the progress of the future planning with North Tahoe Fire and the LAFCO process. AP Triton is still conducting the fiscal impact study regarding the potential annexation of Meeks Bay Fire. We now have the third draft, and AP Triton has recommendations regarding how best to manage the finances once annexation occurs. He stated that he and Finance Director Eason are meeting with AP Triton again in the middle of July to finalized the fourth and last draft. They plan to bring the final draft to both Boards in August and Placer County LAFCO and AP Triton will attend both Board meetings.

There was discussion between Board and staff. There was no public comment.

H. **2022 Pancake Breakfast – July 3 –Update**

President Miller and Chief Leighton provided updates to the 2022 pancake breakfast for Sunday, July 3. The event is taking place at the Meeks Bay Fire Station and will go from 8:00-12:00. Chief Leighton said that the Station 67 crew has been helping with deliveries this week in preparation for the event. President Miller stated it would be good publicity from the Meeks Bay Board of Directors if there was a representative at the event to talk with their constituents. Sierra State Parks Foundation receives 80% of the funds raised and the District receives 20%.

I. **Next Board Meeting Dates**

- July 20, 2022 – regular Board meeting – GoToMeeting
- August 17, 2022– regular Board meeting- GoToMeeting
- September 28, 2022- regular Board meeting –GoToMeeting/in-person meeting?

Other Important Date(s)

- July 3, 2022 – Pancake Breakfast

7. **Chief’s Report**

Chief Leighton updated the Board on activities since the last meeting. Items of particular interest include:

- Lateral Firefighter/Paramedic testing.
- We sent a strike team to the Rices fire.
- President Miller and Chief Leighton met with El Dorado County Supervisor candidate Brooke Lane prior to election. Currently there are two candidates running in the November elections: Brooke Lane and Kenny “Ski Bum” Curtzwiler.

8. **Information Items**

- The report from Sustainable Community Advocates was included in the Board Packet.
- **Meeks Bay Restoration Project**; President Miller introduced this discussion topic. There were four pier options. One included building a public safety pier. The TRPA committee chose not to have a public safety pier and they misrepresented to the El Dorado Board of Supervisor that Meeks Bay Fire supported that decision. The Board strongly believes that the restoration project should include a public safety pier as the best option. Meeks Bay Fire Board feels the best response is to send a letter to the El Dorado County Board of Supervisors stating their support of a public safety pier that can house a fire boat. For more information go to:
<https://storymaps.arcgis.com/stories/08a636e6494a47ea85c8c9012d39ede7>.

It was moved by Director Fielding and seconded by Director Millslagle that Board President Miller, on behalf of the Meeks bay Fire Board, send a letter to El Dorado County Board of Supervisors in support of a public safety pier as its best option. The motion was passed unanimously by roll call

Fire Marshal Brent Armstrong confirmed that the pier would not be open to the public.

- **Chipping**; Director Millslagle was concerned about the unchipped green waste piles left on the properties. Forest Fuels Manager Shackelford stated that in order to get a chipping crew to come to their property they need to sign up through the Meeks Bay Fire website. PIO Holland will be in charge of creating door hangers with information on how to handle green waste. She will also repost to social media on this subject.

9. **Adjournment**

There being no further business to come before the Board, it was moved by Director Fielding and seconded by Director Millslagle to adjourn the meeting of the Board of Directors at 5:45pm

Respectfully submitted,
Melissa Daniels
Clerk of the Board

Staff Attendees:

Fire Chief Leighton
Director of Finance and Administration Kim Eason
Fire Marshal Brent Armstrong
PIO Erin Holland
Fire Fuels Manager April Shackelford
Captain Jamie Sheppard
Clerk of the Board Kelly Martin
Clerk of the Board Melissa Daniels

Additional Attendees:

Ellie Beals
Dan Canfield (out at 4:14)