

BLUE RIDGE FIRE DISTRICT BOARD OF DIRECTORS

MINUTES OF PUBLIC MEETING HELD AT THE BLUE RIDGE FIRE STATION FRIDAY, FEBRUARY 16TH 2018

1. **CALL TO ORDER** – Meeting was called to order at 11:04 AM by acting Chairman Cindy Perelli
2. **PLEDGE OF ALLEGIANCE**- Chairman Perelli led the assembly in the pledge of allegiance.
3. **ROLL CALL OF BOARD MEMBERS** - Members present were Cindy Perelli, Jack Beale, and Pete Fenton. Absent at Roll Call was Monty Blosser who joined the Meeting at a later time, and Shannon Scott who was not attending.
4. **REVIEW AND ADOPTION OF AGENDA** – Ms. Perelli asked for a motion to approve. A motion to adopt Agenda was made by Mr. Beale and seconded by Mr. Fenton. Motion passed 3 to 0.
5. **APPROVAL OF PREVIOUS MINUTES** –
 - a. Minutes from Executive Session Board Meeting held on December 16th, 2017 and General Board Meeting held January 27th, 2018. Mr. Fenton made a motion to accept the Minutes of both the Executive Session Meeting and Board Meeting from January 27th, 2018 with one vote. The motion was seconded by Mr. Beale. Motion passed 3 to 0.
6. **ANNOUNCEMENTS**
 - a. The next meeting to the Blue Ridge Fire District Board will be Friday, March 16th, 2018 at 11AM at the District headquarters, 5023 Enchanted Lane.
7. **CALL TO THE PUBLIC** –

Chairman Perelli asked if there were any members of the public who wished to speak.

FF Olivia Hansen-Leon resident of CCP 3-7, updated the Board on her progress with a petition being circulated in CCP 3-7 for that community to join the Fire District. FF Hansen-Leon stated that she was nearing 50% of owners signing, with 30 owners left to contact. She stated that she was aware of similar interest in the subdivision of Pondarosa Pines, and that she would start contacting them soon.

8. **REPORTS AND CORRESPONDANCE**
 - a. Board Chairman’s Report – Chairman Perelli gave a summary of the recent Board Work Session meeting. The items addressed were the 10 Year Equipment Replacement Schedule, the 5 Year Plan, and the creation of a document for Board Goals. Minutes of this meeting are in the Public Book at the Fire Station.
 - b. Fire Chief’s Report – Chief Paine gave his report for January 2018. A copy his full is in the Public Book located at the Fire Station.
 - c. Committee or other reports - none

Mr. Blosser joined the Board Meeting at 11:14 AM.

9. **OLD BUSINESS** –
 - a. None
10. **NEW BUSINESS**
 - a. 2016/2017 Audit presentation to the Board by Jim Saunders of Saunders and Co.
 - l. This item was tabled until the March 2018 meeting.

- b. Discussion and possible action to approve the District Monthly Financial Report for January 2018.

Chairman Perelli asked for a motion to approve the Report. Mr. Fenton made a motion to approve the January 2018 Financial Report as written and Mr. Beale seconded the motion. BRFD Bookkeeper Beth Wise read the January Financial Summary for the Board. There was no discussion and Ms. Perelli asked for a vote. Motion passed 4-0.

- c. Discussion and possible action to approve a revision to the hiring Policy to add a cardio component to employment physicals, and discuss the associated cost increase for the District.

Ms. Perelli asked for a motion. Mr. Beale made a motion to approve updating the current Policy to include a requirement for a cardio test as part of the hiring physical. Mr. Fenton seconded the motion. The discussion included Chief Paine providing the estimated additional cost of \$600 for a new hire to have a cardio test as part of the new hire physical. It was decided that there should be no change to the Hiring Policy, and this would become part of the new hire physical requirement.

Mr. Beale amended his motion to state: "Motion to approve adding a cardio component to the required hiring physical at the additional cost of \$600." There was no further discussion and Mr. Perelli asked for a vote. The amended motion passed 4-0.

- d. Discussion and possible action to approve the replacement of the M1 (Medic 1) ambulance. Chief Paine to present a purchase proposal.

- i. This item was tabled, but will be on a future Agenda.

- e. Discussion and possible action to approve the purchase of SCBA's and related equipment

Ms. Perelli asked for a motion to approve this purchase. Mr. Beale made a motion to approve the purchase of SCBAs, and related equipment. Mr. Blosser seconded the motion.

Chief Paine presented a lease financing proposal from Community Leasing Partners/Community First National Bank. The total lease amount is \$154,534.10. The BRFD Auxiliary has approved an \$8,000 donation to the department for a down payment. The remaining amount will be financed at 3.29% over 7 years with payments made quarterly; estimated annual payment would be \$24,000. Zion Bank also provided a quote but could not match the interest rate quoted by Community Leasing.

After further discussion Ms. Perelli asked for a vote. Motion passed 4-0.

- f. Discussion and possible action to approve a District match for a VFA Grant.

Ms. Perelli asked for a motion to approve. Mr. Fenton made a motion to approve a District match in the amount \$10,000 for a VFA Grant.

This is a budgeted item but exceeds Chief Paine's spending limit and he is requesting Board approve before proceeding. Chief Paine stated that this grant will be used to purchase wildland PPE, fire shelters and related equipment for 20 personnel.

After some further discussion, Ms. Perelli asked for a vote. Motion passed 4-0

11. FUTURE AGENDA ITEMS

- a. Approval of February 2018 Financial Report
- b. Presentation of 2016/2017 Audit Report by Sanders and Co.
- c. Status report from the Budget Committee.

12. ADJOURNMENT

Acting Chairman Perelli adjourned the Meeting at 11:56 AM.

Respectfully submitted: *Cynthia Perelli* Date: 2/20/2018
Cynthia Perelli, Clerk of the BRFD Board

Approved: 3/16/2018 *Cynthia Perelli*
Cynthia Perelli, Clerk of the BRFD Board