

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
BUSINESS MEETING MINUTES**

Tuesday, January 25, 2011, 7:30 pm, Station 810, 33900 West Street (behind Albion Grocery), Albion, CA

Call to order and determination of a quorum: meeting called to order at 7:31pm by President Alan Taeger. Present were Board members Rich Riley, Ken Matheson, Ed Petrykowski and Terry Kemp. Ted Williams attended from the Fire Department.

Public communication to the board: None.

Previous meeting minutes: The minutes of the December 28, 2010 regular business meeting and the January 19, 2011 special evaluation meeting were approved as presented by unanimous vote of the board on a motion by Rich.

Fire chief's report: None. There was no official representative of the fire department present. Alan read and attached to the board packet copies of a thread of emails to and from Chief Wilson with a number of specific questions of interest to the board.

Communications to the board:

The board received the FY 2010/2011 2nd quarter investment report from the county treasurer.

Clerk recorder sent a notice that 2011 is an election year and that all board member positions except Terry's are open for election. Each board member is reminded to file for reelection with the county registrar's office between July 13 and August 7, 2011.

Received a solicitation to provide audit services from Charles Z Fedak and company.

Received email from Bob Schlosser with a quote for shop drawings from an alternate building manufacturer.

Financial report: Current financial statements for the district were presented.

Items for consideration and possible action:

Ambulance membership renewal procedure: No action. Moved to next Board meeting.

District public postings: The board voted unanimously on a motion by Alan to adopt the following new public posting policy: "Agendas for all Albion Little River Fire Protection District meetings will be publicly posted on the entry door of Station 810, 33900 West Street, (behind Albion Grocery), Albion, CA. In addition, for the convenience of the constituency, the board will post agendas at the Albion Post Office and the Little River Post Office public bulletin boards if such bulletin boards are available and have posting space available."

Property maintenance: No action. At Derek's suggestion and the president's direction the joint fire department/fire district building committee will assume oversight of property maintenance. Committee is to report to board on preferred property maintenance procedures for policy review.

New fire station shop drawings: The board voted unanimously on a motion by Ken, to increase allotment of funds from category 864360 (Structures and improvements) to a maximum of \$20,000 for creation of metal building manufacturer's shop drawings of the new Albion fire station.

Budget: The board voted unanimously on a motion from Ed to make revisions to the FY 2010-2011 district budget as follows:

862187 Education & Training: Budget increased \$5,000.00 to \$15,000.00.

864360 Structures and Improvements: Budget increased \$25,000.00 to \$35,000.00.

Other: No other budget changes.

Ethics & Brown Act Training: Available training options were discussed including on-line classes. There will be a training held on March 7, 2011 at the Recreation center in Mendocino. Terry will RSVP that all of the Board members will be attending.

Committee reports:

New fire station committee. Alan has been working with Bob Schlosser to get plans ready for building permit application. The setback variance for our Coastal Development Permit will expire in May if we do not receive a building permit by the deadline. We will be applying for the building permit soon.

Vehicle committee. Rich and John Crowningshield have been directed to create a plan/schedule of vehicle maintenance. 8163-is still in the shop.

Property maintenance committee. See Item 7.c.

Directors' discussion: Rich to attend the next Fire Department meeting. Alan discussed the desire to explore possibilities for a new auditor for the next bi-annual audit. Alan also brought up the idea that the District Board sponsor an annual firefighter awards presentation.

Next meeting schedule: Tuesday, February 22, 2011, 7:30 pm.

Adjournment: Meeting was adjourned at 9:37pm.

Minutes approved as amended by unanimous vote of the board members present at the February 22, 2011 regular business meeting.