



Albion Little River Fire Protection District

REGULAR MEETING MINUTES

Monday, May 15, 2017, 8:00 pm, Albion School, 30400 Albion Ridge Road, Albion, CA

1. **Call to order and determination of a quorum:** Meeting called to order 8:03 pm by President Issel. Directors Taeger and Roat present. Also present were Chief Williams, 3 firefighters and 5 members of the public.
2. **Motion by Secretary Alan Taeger to adopt agenda:** Motion carried by unanimous vote.
3. **Public communication to the board:** Two members of the public expressed concern with content of meeting minutes. In response Director Roat cited a summary of Section 48 of Roberts Rules of Order (11th edition, p.468) pertaining to the issue: "Minutes should not contain owner comments and never be a transcript of every statement made by directors and attendees. Recording every comment creates potential defamation claims or becomes evidence for other claims against the board and the association. Minutes should reflect decisions and reasons for those decisions, not conversations." And further, "As a rule, minutes should record what was done at a meeting, not what was said."
4. **Chief's report:** (In packet.)
5. **Consent calendar:** Item (b.) pulled for separate consideration by Director Taeger. Balance approved by unanimous consent.
 - a. **Approval of the April 17, 2017 regular meeting minutes.**
 - b. **Acceptance of May 15, 2017 correspondence report:** Approved as amended by unanimous vote.
 - c. **Acceptance of the March, 2017 financial reports.**
6. **Unfinished Business for discussion and possible action:**
 - a. **Introduction of board member candidate(s):** Director Taeger announced that the request by the board for the county board of supervisors to appoint Steve Acker to the District Board cannot be executed because the statutory time limit for board appointments has passed. No additional board members may be seated until election in November, 2017. Three board seats will be up for election at that time.
7. **Unfinished Business deferred pending seating of new board member(s):**
 - a. **Motion by Director Taeger to amend current district bylaws Section 1100-[Board Meetings], Article 6. [Board Meeting Schedule], item a. to read "Regular meetings to be held on the third Monday of each calendar month at 7:00 pm at Albion School, 30400 Albion Ridge Road, Albion, CA".** Motion carried by unanimous vote of the board at the September 14, 2016 regular meeting. Bylaws change requires confirmation by minimum four votes at a following regular meeting.
 - b. **Second reading of Ordinance 2016-1 proposed by Director Issel (see packet) including revisions.** Proposed ordinance would supersede Bylaws Section 1150 – Document Preparation/Postal Charges.
 - c. **Draft resolution regarding fee waivers:** To accompany ordinance above per item 3.
8. **New Items for discussion and possible action:**
 - a. **Motion by Director Taeger to amend FY 2016-2017 District budget as detailed in packet:** Motion approved by unanimous vote.
 - b. **Motion by Director Issel to approve draft letter to Mendocino Unified School District addressing the District's position re: proposed fire department uses for Albion School facilities.** Motion approved by unanimous vote.
9. **Committee Reports:**
 - a. **Public Relations standing committee – Issel, Taeger:** Director Issel reported that the second phase of the website update is underway and that it should be up for beta testing soon.
 - b. **Ad hoc committees:**
 - i. **Dormant committees:**
 1. **Friends of ALRFPD**

ii. Active committees:

- 1. Long Term Budget Plan - Issel, Taeger:** No report
- 2. Facilities and Apparatus –Issel, Taeger:** No report
- 3. Mendocino Association of Fire Districts – Taeger:** No report
- 4. Strategic planning – Issel, Taeger:** Director Issel reported that he is in the process of rescheduling strategic planning activities to include potential board member candidates.
- 5. Litigation – Issel, Taeger:** No report
- 6. Operations – Issel:** No report

10. Directors Discussion:

a. Non agenda items of board concern:

- i.** Director Issel briefly discussed progress on establishing a state sanctioned special contracts agreement where the District can set up bidders lists for expediting capital expenditures.
- ii.** Director Issel mentioned an idea put forward to see if the sheriff's Office would be interested in using Station 810 as a sub-station.
- iii.** There was a brief discussion among Chief Williams and board members regarding a practical decision to hire a licensed contractor to perform regular vegetation management at all District locations, and the possible availability of a qualified local, in district contractor who may be able to perform the work.

11. Adjournment: Meeting adjourned 8:49 pm.