



**MAMMOTH LAKES FIRE PROTECTION DISTRICT
P.O. BOX 5, 3150 MAIN STREET
MAMMOTH LAKES, CA 93546**

**BOARD OF FIRE COMMISSIONERS
DECEMBER 17, 2008
MEETING MINUTES**

- 1) **CALL TO ORDER AND ROLL CALL** – *The meeting was called to order at 14:10. Commissioners present: Tony Colasardo, Richard Good, Richard Blanco, Jeff Boucher. Rick Terrell was present only for the Chief's evaluation at closed session. Mammoth Lakes Fire Protection District present: Fire Chief Brent Harper, Admin Aid Jody Holl, and Division Chief Bob Rooks was present for agenda item 6a only.*
- 2) **APPROVAL OF MINUTES** – *The November 18, 2008 meeting minutes were motioned for approval by Commissioner Blanco and seconded by Commissioner Good. All in favor.*
- 3) **SPECIAL PRESENTATIONS** - *None*
- 4) **PUBLIC COMMENT** - *None*
- 5) **CONSENT AGENDA** - *None*
- 6) **OLD BUSINESS**
 - a) **Approval of Standard Operating Procedure for use of housing funds to assist employees with the purchase of a home.** – *Chief Harper handed out the S.O.P. (Standard Operating Procedure) for Assistance to Full Time Employees for Home Purchase. A few highlights were discussed: if you leave the Department the money would have to be repaid to the District. When loaning the money to the firefighter, both firefighter and spouse are on the loan, in the event of a separation or divorce the loan would be the firefighter's responsibility. The District would use Mammoth Lakes Housing as it's administrator on the loan. The Procedure was motioned for approval by Commissioner Blanco and seconded by Commissioner Boucher. All in favor. A copy of the S.O.P. is attached to the agenda.*
 - b) **Request approval for the commitment of \$25,000 out of the housing budget to assist full-time employee with purchase of a home.** - *The Districts' first request for assistance in a home purchase was granted to full time Engineer Ales Tomaier. The request was motioned for approval by Commissioner Good and seconded by Commissioner Blanco. All in favor.*

- c) Approval of staff recommendation for equipment purchase for truck equipment – *Attached to the agenda packet are the 3 bids for small tools and equipment for our new ladder truck T-61. The 3 vendors to bid were L.N. Curtis, All Star Equipment, and Cascade Equipment. Chief Rooks requested to purchase from L.N. Curtis as they were the only vendor to carry all the items needed, at a total cost of \$53,456.33. The District has budgeted \$70,000 for these items. This will leave a remainder of just over \$15,000 for other miscellaneous items that the new truck might still need. Commissioner Good motioned to approve Chief Rooks request to purchase from L.N. Curtis and Commissioner Blanco seconded the motion. All in favor.*

7) NEW BUSINESS - None

8) BUDGET

- a) Budget Update – *Agenda packet pages 6-10. Chief Harper reviewed the budget. Our projected ending balance for FY 08/09 is at our targeted goal of \$1,500,000. The equipment maintenance budget is at 88.6% caused by numerous repairs to our equipment: Engine 31 turbo at a cost of \$10,000. Engine 33 and 60 were leaking oil. Engine 35 will cost approximately \$15,000 to repair. The District will begin to look at replacing engine 35 in the 09/10 capital budget. Additional money will need to be transferred to maintenance and equipment at the midyear budget update.*

9) REPORTS, REQUESTS, AND COMMUNICATIONS FOR BOARD REVIEW, DISCUSSION AND ACTION – *Chief Harper handed out 2 articles regarding fire prevention with defensible space and building code compliance. Many in the community feel our inspections are unnecessary, time consuming, costly, and an invasion to their business or home. The articles point out the importance of fire prevention inspections in reducing the threat to life and property from fire hazards. M.L.F.D. continues to do inspections on a regular basis. Copies of the articles are attached to the back of the agenda packet.*

10) DISTRICT CHIEF COMMENTS

- a) IAFF/IAFC Conference – *Chief Harper, Engineers Scott Walker and Ales Tomaier attended the International Association of Firefighters/International Association of Fire Chief's conference in Phoenix, Arizona on December 9, 10, 11, 2008. The conference was a good networking tool; however the class topics were less than expected. The Mammoth Lakes Fire Department Association had discussed joining the IAFF Union. Engineers Walker and Tomaier are both on the Department's Association Board of Representatives and got a chance to research this possibility further. After attending a few of the classes it was viewed that the IAFF Union did not welcome volunteer departments into their union.*
- b) *Chief Harper informed the Board that we are looking into opening a new investment account for the District's capital improvement monies.*

11) BOARD MEMBER COMMENTS

- 12) LEGAL COUNSEL COMMENTS – *Page 11 of the agenda packet. Our lawyer Bill Ross replied to our outstanding questions on the Purchasing Policy Ordinance 08-02. His reply was taken into account on the Ordinance.*
- 13) ANNOUNCEMENTS – *Commissioner Blanco announced that the FDAC (Fire District Association of California) will be holding their annual conference on April 16-18, 2009 in San Diego and that it is worthwhile for any of the Commissioners to attend.*
- 14) ADMINISTRATIVE DUTIES – *Jody had Commissioner Colasardo sign the Purchasing Policy Ordinance 08-02 and the August and September meeting minutes.*
- 15) CLOSED SESSION, CHIEF’S EVALUATION – *The meeting went to closed session at 15:30*
- 16) ADJOURNEMENT/SET NEXT MEETING DATE – *The next month’s meeting was set for, Tuesday, January 20, 2009, 14:00 at Station 1.*

Approved:

Chairman Tony Colasardo

Date

Vice Chairman Rick Terrell

Date