



**MAMMOTH LAKES FIRE PROTECTION DISTRICT
3150 MAIN STREET
MAMMOTH LAKES, CA 93546**

**BOARD OF FIRE COMMISSIONERS
MEETING MINUTES
AUGUST 19, 2008**

- 1) CALL TO ORDER AND ROLL CALL – *The meeting was called to order at 14:08. All Commissioners were present: Tony Colasardo, Rick Terrell, Richard Good, Richard Blanco, and Jeff Boucher. Mammoth Lakes Fire Protection District personnel present: Fire Chief Brent Harper, Admin Aid Jody Holl. Division Chief Thom Heller was present to participate in agenda item 7iii. Mammoth Lakes Fire Department Association was represented by Engineer Darin Kaylor.*
- 2) APPROVAL OF MINUTES
 - a) July Regular Meeting – *The July 7, 2008 meeting minutes were approved by Commissioner Good and seconded by Commissioner Blanco. All in favor*
 - b) July 22, Special Meeting – *The July 22, 2008 special meeting minutes were approved by Commissioner Boucher and seconded by Commissioner Blanco. All in favor.*
- 3) SPECIAL PRESENTATIONS - *None*
- 4) PUBLIC COMMENT - *None*
- 5) CONSENT AGENDA -
- 6) OLD BUSINESS
 - a) Request approval to purchase F-350 from Eastern Sierra Motors – *Chief Harper requested the Board’s approval to spend \$33,607.30 on a new 2009 Ford Truck and Shell for \$5,000.00. The District will use \$35,000 of the Sierra Nevada Conservancy Grant money we received for fuels reductions. The remainder of monies will come out of the District’s budget. Bids and purchase agreement are attached to the agenda, pages 7-11. Commissioner Terrell motioned for approval of the purchase and Commissioner Boucher seconded the motion, all in favor.*
- 7) NEW BUSINESS
 - a) Ordinances
 - i) Purchasing – *Chief Harper updated the purchasing policy with ordinance 08-04 outlining purchasing and contract procedures, to comply with government codes and*

regulations. The Board will review the ordinance and it will be placed on September's meeting agenda for approval. A draft of the ordinance can be found on pages 14-23 in the agenda packet.

ii) *Budget – No budget ordinance was discussed and was not included in the agenda packet.*

iii) *Adoption of Defensible Space Ordinance – A first draft of ordinance 08-03 adopting measures that will retard the rate of spread and reduce the intensity of fire that threatens to destroy resources, life, or property, was presented to the Board. A copy can be found on pages 30-32 in the agenda packet. The Board will review the ordinance and it will be placed on the September meeting agenda for approval. The Board asked that an appeal process be added.*

(1) *Fee schedule for failure to comply – Section 2 of ordinance 08-03 describes the violations that will incur if the property owner does not comply with the ordinance.*

iv) *Smoking Ordinance - Chief Harper introduced the idea of forbidding people to smoke in and around the wildland areas within the district. USFS already has laws affecting their lands.*

8) BUDGET

a) *Anticipated Future Revenues – Jody Henning the new Mono County Assessor says that the tax revenue from the sale of MMSA should be available by January 2009. Mono County will not give an estimate as to the dollar amount we will be receiving. Mono County is expected to withhold some of the funds until the appeal process is completed. Commissioners stated that they would rather have the district "hold" on to those funds.*

b) *Current Budget - The District's, Budget vs. Actual from 7/1/08 – 8/18/08 was attached on pages 34 – 37. Some of the expense items will be transferred back to the last fiscal year, where the expense was accrued. The Chief is working on keeping overtime to a minimum.*

9) REPORTS, REQUESTS, AND COMMUNICATIONS FOR BOARD REVIEW, DISCUSSION AND ACTION - *None*

10) DISTRICT CHIEF COMMENTS

a) *Sherwin Fire – Chief Harper gave an overview of the fire. Division Chief Heller cancelled his vacation plans to stay on structure defense. Division Chief Rooks was liaison with the USFS. Chief Harper was instrumental in getting a Type II on the scene. Chief Fred Stump of the Long Valley Fire Department played a key role in using the "7 Points of Light" to get more equipment on the fire.*

11) BOARD MEMBER COMMENTS – *None*

12) LEGAL COUNSEL COMMENTS- *None*

- 13) ANNOUNCEMENTS – *Commissioner Blanco announced he will be traveling to Sacramento for Fire Board meetings September 9th – 12th. He has requested a per diem and the Districts Ford 500 vehicle for transportation. Darin Kaylor of the Mammoth Lakes Fire Department Association thanked everyone for a profitable Fireman’s Picnic and Canoe Race. The Association grossed approximately \$22,000.*
- 14) ADMINISTRATIVE DUTIES – *Commissioner Good had Jody update the Bank Transfer Request form. Jody had the commissioners sign, checks and the use of the signature stamp on 2 checks.*
- 15) ADJOURNEMENT/SET NEXT MEETING DATE – *Meeting was adjourned at 15:15. September’s meeting was set for 2:00 pm, Tuesday, September 16, 2008.*

Approved:

Chairman Tony Colasardo

Date

Vice Chairman Rick Terrell

Date