

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BUSINESS MEETING AGENDA  
WEDNESDAY October 8, 2014 – 7:00 P.M.**

Station 810, 33900 West Street (behind Albion Grocery Store), Albion, CA.

1. **Fire department operations meeting is cancelled for this month as Chief Williams is unavailable.**
- 7:00 p.m.
2. **Board of Directors meeting.**
  - a. **Call to order and roll call**
  - b. **Approval of agenda**
3. **Approval of minutes:** Review & correct if necessary minutes of Regular Business Meetings of 9/10/14 and Special Meeting of 9/25/2014.
4. **Public Comment:** The public may address the board on matters within the board's jurisdiction whether on the agenda or not. For action items the public may also address the board at the time the item is presented.
5. **Financial Report:** Current financial statements for the district will be presented.
6. **Items for Board Consideration and possible action:**
  - a. **Personnel:** New Applicants or status changes.
  - b. **Measure M:** Review & discuss possible letter for public information on Measure M.
7. **Correspondence:** None
8. **Committee Reports:**
  - a. **Measure M/ Special Fire Tax:** see Bob & Chris for any additional info.
  - b. **12Y Financial Plan:** Rich to update
  - c. **Fund Raiser:** Michael Issel will present an approach on how to ask for donations.
9. **Director's Discussion:** Individual Board members may discuss topics of concern to the District.
10. **Next Meeting: Wednesday , November 12, 2014, 7:00 p.m.**
11. **Adjournment**

Any individual who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the board meeting should contact the board in writing at P.O. box 634, Albion, CA 95410-0634, as soon as possible before the meeting date.

APPROVED  
AT OCT. 9, 2014  
REG. BUS. MEETING  
RJR

ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BUSINESS MEETING MINUTES  
WEDNESDAY SEPTEMBER 10, 2014 – 7:00 P.M.

Station 810, 33900 West Street (behind Albion Grocery Store), Albion, CA.

7:10 Called to Order

1. **Fire department operations meeting**
  - a. **Call to Order and Roll Call:** Firefighters: Rees, A. Crowningshield, Chief Williams, Brown, D. Wolfe, S. Wolfe, Placido, Levine, Issel, Stenback, Hathaway, Searls, Goforth, Jackson.  
Directors: Riley, Canclini, Levine, Skyhawk; Roat Absent  
Clerk: Sara Spring  
Guest: Kyle Lemohn
  - b. **Chief's Report:** Chief Williams presented a written report of fire department operations.
  - c. **Review and discussion of chief's report.** Was reviewed.
  - d. **Other fire department business:** There was a lengthy discussion regarding water rescue SOG's. Some of the topics were roles, training, qualifications, conditions, etc. The current water team is: John C., Andrew C., Jamie, Andrea, Tim, Ben and Arrow. Ted took notes and will send out to the department. There was also discussion on mental health and incident safety now that the shelter is closed in Ukiah.
  - e. **Adjournment**

8:35 p.m.

2. **Board of Directors meeting.**
  - a. **Call to order and roll call:** By President Rich Riley with a quorum present with Board Members; Bob Canclini; Sam Levine and Chris Skyhawk; Scott Roat absent.
  - b. **Approval of agenda** Unanimous 4-0
  - c. **Approval of minutes:** Review & correct if necessary minutes of Regular Business Meeting of August 13, 2014. Approved unanimous 4-0
3. **Public Comment:** There was no Public Comment
4. **Financial Report:** Current financial statements for the district were reviewed and discussed.
5. **Items for Board Consideration and possible action:**
  - a. **Personnel:** Chief Williams proposed Kevin Spring to be appointed to regular firefighter status and Alex Stenbeck to be a probationary member. Both approved unanimous 4-0. Ben Feinburgh has resigned
  - b. **Measure M:** Canclini and Skyhawk updated on how the Measure M committee is coming along. They presented a tri-fold and a sheet that will be mailed to every house in district the second week of October. Next meeting they will present a letter to the public regarding Measure M from the Board for review
6. **Correspondence:** Correspondence to and from the Board will be presented.
  - a. 9/2/2014 email from GSRMA re: revisions to the Whistle Blower Act poster that is included in the Labor Law posters – see attached.
  - b. 9/6/2014 email from GSRMA re: changes to the Calif. Labor Code that affects heat illness prevention and cool down recovery periods. CAL-OSHA, Calif. Code of Regulations, Section 3395 Labor Code Section 226.7. See attached
7. **Committee Reports**
  - a. **Measure M/Special Fire Tax:** See above 5. B.
  - b. **12Y Financial Plan:** Rich presented an update regarding the plan and how it is impossible to use Mendocino as a model.
  - c. **8162 CAFS Project:** Tabled for now.
8. **Director's Discussion:**

Fundraising was discussed. Michael Issel will mentor people on using The Ask approach and how to fundraise; he will make a presentation next month. There will also be a discussion on future needs that would require fundraising.

Received letter from LAFCO -- notifying us about commission seat openings. Notice sent to each independent special district. Request for nominations. Nominees must be board members. Deadline Oct. 3, 2014. See attached letter.

9. **Next Meeting: Wednesday, October 8, 2014, 7:00 p.m.**
10. **Adjournment 9:45**

Any individual who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the board meeting should contact the board in writing at P.O. box 634, Albion, CA 95410-0634, as soon as possible before the meeting date.

ALBION LITTLE RIVER FIRE PROTECTION DISTRICT

AGENDA

BOARD OF DIRECTORS SPECIAL MEETING FUND RAISER FOOD SEED MONEY

THURSDAY, SEPTEMBER 25, 2014 10:30 AM

STATION 810, 33900 West Street (behind Albion Grocery), Albion, California

**The meeting is called as a special meeting by the Board of Directors of the Albion Little River Fire Protection District for the purpose of approving seed money for food for the Cowboy Party Fund Raiser. No other business shall be considered at this Special Meeting.**

1. **Call to order and roll call.**
2. **Public Communication to the Board.** An opportunity is provided for members of the public to address the board with respect to any item described in this notice, either before or during consideration of the item.
3. **Item for discussion and possible action:**
  - a. **Seed money: Request by Suzi Kitahara for \$1000 for purchasing food for the Cowboy Party Fund Raiser ~~October 3, 2014.~~ OCT 4TH, 2014**
4. **Adjournment**

Any individual who requires disability-related accommodations or modifications, including auxiliary aids and services in order to participate in the Board meeting should Scall Board President Rich Riley before meeting at 937-0689 or [eriley@mcn.org](mailto:eriley@mcn.org)

APPROVED  
AT OCT. 5, 2014  
BUSINESS  
MEETING  
[Signature]

ALBION LITTLE RIVER FIRE PROTECTION DISTRICT

MINUTES

BOARD OF DIRECTORS SPECIAL MEETING FUND RAISER FOOD SEED MONEY

THURSDAY, SEPTEMBER 25, 2014 10:30 AM

STATION 810, 33900 West Street (behind Albion Grocery), Albion, California

**The meeting is called as a special meeting by the Board of Directors of the Albion Little River Fire Protection District for the purpose of approving seed money for food for the Cowboy Party Fund Raiser. No other business shall be considered at this Special Meeting.**

1. **Call to order with a quorum present by President Rich Riley with Board Members Bob Canclini, Sam Levine & Scott Roat and Auxiliary President Suzi Kitahara.**
2. **Public Communication to the Board.** An opportunity is provided for members of the public to address the board with respect to any item described in this notice, either before or during consideration of the item.
3. **Item for discussion and possible action:**
  - a. **Seed money: Request by Suzi Kitahara for \$1000 for purchasing food for the Cowboy Party Fund Raiser October 4, 2014.**

Suzi is requesting seed money from the Board for the Cowboy Party fund raiser to cover food expenses in advance. Board discussion ensues, but it is unanimously decided that the Board cannot fund what is essentially a private party, even if its intent is a fund raiser for the fire dept.
4. **Adjournment: 10:55 am**

9:19 AM

10/08/14

Accrual Basis

### Albion Little River Fire Protection District

### Profit & Loss Detail

September 8 through October 6, 2014

Type	Date	Num	Name	Memo	Class	
<b>Income</b>						
<b>82-7700-OTHER</b>						
Deposit	9/30/2014			Deposit	District	1142.96
Total 82-7700-OTHER						
Total Income						
<b>Gross Profit</b>						
<b>Expense</b>						
<b>86-2060-COMMUNICATIONS</b>						
<b>INTERNET SERVICE</b>						
Comcast						
Check	9/15/2014		Comcast	8155300570124362/8155300570034801	District	85.56
Check	10/4/2014		Comcast	8155300570124362/8155300570034801	District	83.66
Total Comcast						
Total INTERNET SERVICE						
<b>TELEPHONE</b>						
ATT						
Check	9/25/2014		AT&T	96075541735558/0301538359001/050925...	District	133.72
Total ATT						
ECG						
Check	9/10/2014		ECG Enhanced Comm...	2319611	District	13.55
Total ECG						
Total TELEPHONE						
Total 86-2060-COMMUNICATIONS						
<b>86-2120-MAINTENANCE EQUIPMENT</b>						
<b>Vehicle Maintenance</b>						
<b>8130</b>						
Check	9/29/2014	4010	Fort Bragg Diesel	16267	District	3119.68
Total 8130						
<b>8131</b>						
Check	9/29/2014	4010	Fort Bragg Diesel	17688	District	927.13
Total 8131						
<b>8163</b>						
Check	9/29/2014	4010	Fort Bragg Diesel	16267	District	170.00
Total 8163						
<b>8195 ZODIAC &amp; TRAILER</b>						
Check	9/29/2014	4015	Village Hardware	#113 JUNE STMT	District	5.16
Total 8195 ZODIAC & TRAILER						
Total Vehicle Maintenance						
Total 86-2120-MAINTENANCE EQUIPMENT						
<b>86-2130-MAINTENANCE STRUCTURES</b>						
<b>Station 810</b>						
Check	9/29/2014	4017	Rossi's Building Materi...	#11075 June 2013 strnt	District	1221.97
Total Station 810						
Total 86-2130-MAINTENANCE STRUCTURES						

PAGES 1 & 3 GO TOGETHER

9:19 AM  
10/08/14  
Accrual Basis

**Albion Little River Fire Protection District**  
**Profit & Loss Detail**  
September 8 through October 6, 2014

<u>Amount</u>
<u>1,142.98</u>
<u>1,142.98</u>
<u>1,142.98</u>
1,142.98
85.56
<u>80.66</u>
<u>166.22</u>
166.22
133.22
<u>133.22</u>
13.55
<u>13.55</u>
<u>146.77</u>
312.99
<u>3,119.68</u>
3,119.68
927.13
<u>927.13</u>
170.00
<u>170.00</u>
5.16
<u>5.16</u>
<u>4,221.97</u>
4,221.97
20.29
<u>20.29</u>
20.29

9:19 AM  
 10/08/14  
 Accrual Basis

## Albion Little River Fire Protection District Profit & Loss Detail September 8 through October 6, 2014

Type	Date	Num	Name	Memo	Class
<b>86-2140-MEDICAL, LAB SUPPLIES</b>					
Gasses					
Check	9/29/2014	4008	Eureka Oxygen Co		District
Total Eureka Oxygen					
Total Gasses					
Total 86-2140-MEDICAL, LAB SUPPLIES					
<b>86-2170-DISTRICT OFFICE SUPPLIE</b>					
Check	9/29/2014	4011	ZO OFFICE SUPPLY	Stat 7/21/10	District
Check	9/30/2014		Savings Bank Of Mend...	safe deposit box KEY	District
Total 86-2170-DISTRICT OFFICE SUPPLIE					
<b>86-2181-AUDITING &amp; FISCAL SERVI</b>					
Bookkeeping Services					
Check	9/8/2014	4007	Sara Spring		District
Total Bookkeeping Services					
Total 86-2181-AUDITING & FISCAL SERVI					
<b>86-2220-SMALL TOOLS &amp; SUPPLIES</b>					
Check	9/29/2014	4015	Village Hardware	#113 JUNE STMT	District
Total 86-2220-SMALL TOOLS & SUPPLIES					
<b>86-2260-UTILITIES</b>					
PG&E					
Check	9/15/2014		PG&E	0210095100-9	District
Total PG&E					
Suburban Propane					
Check	9/29/2014	4012	Suburban Propane	1426-080341	District
Total Suburban Propane					
Thompson Septic Service					
Check	9/29/2014	4013	Thompson's PortaSepti...	19321	District
Total Thompson Septic Service					
<b>86-2260-UTILITIES - Other</b>					
Check	9/29/2014	4009	KEVIN SPRING	DUMP RUN	District
Total 86-2260-UTILITIES - Other					
Total 86-2260-UTILITIES					
Total Expense					
<b>Net Income</b>					

298.66

6.39  
 15.00  
 21.39

545.00

22.99

224.10

494.21

156.55

16.50

TOTAL - 590.86  
 TOTAL - 6,334.15  
 EXPENSE

PAGES 2 + 3 GO TOGETHER



9:19 AM  
10/08/14  
Accrual Basis

**Albion Little River Fire Protection District**  
**Profit & Loss Detail**  
September 8 through October 6, 2014

<u>Amount</u>
298.66
<u>298.66</u>
298.66
<u>298.66</u>
298.66
6.39
<u>15.00</u>
21.39
545.00
<u>545.00</u>
545.00
22.99
<u>22.99</u>
224.10
<u>224.10</u>
494.21
<u>494.21</u>
156.05
<u>156.05</u>
16.50
<u>16.50</u>
890.86
<u>6,334.15</u>
<u><u>-5,191.17</u></u>