

**CLOVERDALE FIRE PROTECTION DISTRICT  
MINUTES FOR FEBRUARY 13, 2023  
REGULAR MEETING**

**Regular meeting was called to order at 6:30 p.m. by Board President Pigoni at Cloverdale Fire Station –451 S. Cloverdale Blvd., Cloverdale, CA**

*Due to the threat of COVID-19 the meeting was held via teleconference  
Via teleconference: dial in number 1-978-990-5000; access code 628387#*

**Date Posted: Pursuant to Government Code 54954.2, the agenda for this meeting was properly posted on August 5, 2022**

**PLEDGE OF ALLEGIANCE:** No pledge due to teleconference format

**ROLL CALL:**

Directors Present: Directors Southard, Taylor, Avansino and President Pigoni  
Directors Absent: Director Johnson  
Others Present: Fire Chief, Jason Jenkins, Clerk of the Board, Michelle Black

**AGENDA APPROVAL:** Approved without change.

Director Southard moved and Director Taylor seconded the motion to approve the Agenda without change.

Motion carried: Aye 4 No 0 Abstain 0 Absent 1.

**PUBLIC COMMENTS-GENERAL INTEREST:** None

**CONSENT CALENDAR:**

1. Approval of Minutes for January 16, 2023 Regular meeting

Director Southard moved and Director Avansino seconded the motion to approve the Minutes of January 16, 2023 Regular Meeting without change.

Motion carried: Aye 4 No 0 Abstain 0 Absent 1.

**PROCLAMATION/PRESENTATION(S):**

**PUBLIC HEARING:** None held

**DISCUSSION/ACTION ITEMS:**

1. **Bookkeeper Report:**

- a.) Financial Report
- b.) Approval of Claims

Chief Jenkins reported cash assets as listed in treasurers report below

<b>Institution</b>	<b>Amount</b>	<b>Purpose</b>
Summit Bank Payroll	62,951.89	New Payroll account
Summit Bank	\$446,602.47	Operations/Checking
Summit Bank	\$424,920.00	Reserve-Apparatus Fund
	\$862,051.94	Cash Sweep
	\$135.00	Petty Cash
	<b>\$98,126.90</b>	<b>CWPP Grant Funds</b>
<b>TOTAL CASH ASSETS</b>	<b>\$1,894,788.20</b>	

CWPP grant funds – We were over invoiced for \$10k on a River Park project. Supervisor Gore agreed to waive costs for work on the River Park.

Director Southard moved and Director Taylor seconded the motion to approve the claims as presented.

Motion carried: Aye 4 No 0 Abstain 0 Absent 1.

2. Audit report 21/22

Tabled from January meeting. Chief Jenkins pointed out that historically they have provided detailed feedback on the audits. It seems as though this report is not as detailed as past reports. Chief Jenkins will be asking for more specific details in the management letter. Overall the report is good. Our net position is good. A few notes for this report would be to consider that the liability for pensions includes the total group (with Geyserville) and the increase in revenue and employee expenses is due to strike teams. President Pigoni agreed and recommends next year to include more detail and footnoting so that it is better understood by the public, especially regarding pension detailing that we are sharing those costs with NSCFPD because we assumed their personnel and should be footnoted in future reports. Dir Southard inquired whether our auditor came to our site or all remote. The auditor does a site visit to perform a review as well as requesting documents electronically. President Pigoni recommended having the Auditor as a third party create a letter to attach to the audit file/report detailing issues discussed above.

Director Southard moved and Director Avansino seconded the motion to accept the 21/22 audit report with a notice that we will provide additional detail in the report and future reports.

Motion carried: Aye    No    Abstain    Absent   .

**REPORTS:**

1. President's Report – None
2. Fire Chief's Reports (including subcommittee reports for budget, apparatus, building & liaison) – The vegetation management program was busy last month. We used masticator for fuels reduction from Schellinger to Henry road and cleared access to the Haehl/Black ranch. • SCFDA meeting was held in Geyserville and they presented the Kincade Fire documentary. • We currently have two firefighters out on injury and we are filling the positions with part timers. • The next ad hoc meeting will be scheduled soon. We met with President Pigoni, Chief Turbeville, Rob Stewart, and from Cloverdale Ambulance, Eric Pollan and Tom Hinrichs regarding future EMS in north county. We will explore the QRD method in north county and funding. • Volunteers regular routine training included a chain saw awareness class taught by Peter Avansino.
3. Volunteer Report – discussed above.

**GOOD OF THE ORDER:** None

**CLOSED SESSION:** None

**ADJOURNMENT:** The meeting adjourned at 6:50 pm -- format to be determined

**NEXT MEETING DATE:** Regular Meeting March 13, 2023 at the Cloverdale Fire Station, 451 S. Cloverdale Blvd., Cloverdale, CA

*Michelle Black, Clerk of the Board*

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**Submitted by**