

Knights Landing Fire Protection District
P.O. Box 578
Knights Landing, CA 95645
MINUTES – October 10, 2022

The Board of Commissioners of the Knights Landing Fire Protection District met in a regular session on October 10, 2022, at the Knights Landing Fire Station. Commissioner Dan Gamez called to order at 5:41 P.M.

Commissioners present: Dan Gamez, Raul Cervantes, Carlos Perez, Willie Morales and Raymond Bivert

Absent: None

Also present: Martin Jones, Fire Chief, Mike Vogl, Assistant Fire Chief, and Sheryl Salgado, Clerk

Introductions and Public Comment: None

Correspondence and Informational Items: Received a letter from South River Ice notifying the district of their recent purchase of Mattos Appliances and Ice.

Chief's Report:

- Informational items and reports: Chief Jones reported Assistant Chief Vogl initiated the quarterly training with the neighboring JOA fire districts. Assistant Chief Vogl shared he worked with Yolo Fire, Zamora Fire and Dunnigan to plan, organize and schedule the JOA quarterly training on October 15, 2022.
- Chief Jones updated the Commissioners on the LAFCo study, adopted by the BOS. County Staff was requested to work with East Davis Fire and Elkhorn and report back to the BOS at a future meeting. The County is also moving forward on the Prop 218 update.
- Building Permit Status: Chief Jones shared he has received one patio cover permit.
- Equipment Report: Nothing to report.
- Weed Abatement. Chief shared there was one parcel off 116 by the levee that needs to be cleared. He will be working with the property owner. Also, the lien on the 2nd street property can be released. Commissioner Gamez will work with the County to release the lien.
- Personnel Report: Chief Jones reported one new volunteer has joined the department.

Approval of September 12, 2022, Regular Meeting Minutes:

Motion made to approve September 12, 2022 regular meeting minutes as corrected.

Motion: Morales. Second: Perez. Motion: Unanimously carried.

Financial Business: Review and approve bills, receive checks for deposit, transfer funds, consider purchases, review financial reports including budget by line. Reviewed Year and Reports for FY 2021-22. Received a check from GSRMA in the amount of \$3314.25 for the claim filed on Command Truck. Received a check from Knights Landing Cemetery District in the amount of \$100.00 for direct charges for Fiscal Years 2020-21 and 2021-22.

Motion made to approve September invoices as presented in the amount of \$4498.62

Motion: Morales. Second: Cervantes. Motion: Unanimously carried.

Development Impact Fee Annual Report Update, Review and Possible Action: Sheryl Salgado, Clerk presented to the Commissioners the Annual DIF to be submitted to the BOS. The report was reviewed and discussed.

Motion made to accept the report as presented and submit to the BOS.

Motion: Morales

Second: Perez

Motion: Unanimously carried.

Website Management Review and Possible Action: Commissioner Perez shared he and Chief Jones updated the district's website. He also shared there should be more than one person managing and maintaining the website. Stephanie Frank has done a good job but having an additional person would be advantageous in case Stephanie's schedule doesn't allow her to update the site. He also stated there was a local resident that has volunteered to assist the district in managing and maintaining the site. Raul Cervantes Jr, who has experience in with website. A discussion was held. It was the consensus of the Commissioners to have Raul Cervantes Jr be the primary and Stephanie Frank be the secondary for managing and maintain the district's website. Commissioner Perez will assist Raul with access and available training through Streamline.

Emergency Reporting Options Update/Equipment and Possible Action: Chief Jones stated three companies were contacted for cost estimates-Verizon, T-Mobile, and AT&T. Commissioner Perez presented two cost estimates one from Verizon and the other from T-Mobile; AT&T did not provide any information. T-Mobile cost was 2 lines, 2 tablets: \$40.00 per month for each line and the purchase of two tablets \$1716 for an estimated cost of \$2676.00 for the first year which included a 30-day trial. Verizon cost was four lines two tablets and two hotspots for a three-year contract on the tablets: the first 36 month would be \$128.00 after that the monthly cost would be \$70.00. Chief Jones also presented a cost estimate from Sutter Butts for the installation of the tablets including a safety lock is \$1768.00 per apparatus. Discussion held on the cost, which apparatuses would utilize the tablets, the utilizing the tablets in the field and advantages of having the tablets. Chief Jones explained how reporting would be real time and more detailed. Assistant Chief Vogl explained how additional information could be readily available in comparison with paper reports. It was the consensus of the commissioners to implement on a trial basis.

Motion made to set up service on a trial basis in Brush 9, installing the bracket, purchasing the tablets, setting up service with T-Mobile. In addition, Chief Jones and Assistant Chief Vogl to report status to commissioners after service is in place.

Motion: Perez

Second: Morales

Motion: Unanimously carried.

Ice Machine Update and Possible Action: Chief Jones reported on purchasing an ice machine. He contacted Sacramento Ice and was told the district is out of the company's service area but would be willing to provide service on a purchased ice machine, the cost would be slightly higher due to location. Chief to provide more information next month. Discussed also South River Ice to have them service the ice machine and/or perhaps have the ice machine changed out.

Old Business:

- Building Improvements/Maintenance Update: Chief Jones stated all materials for the garage doors are scheduled to be delivered this month and the project is scheduled to begin on October 24th and should take a week. The cost is going above the estimate due to supply chain issues. Electrical will need to be completed as well.
- DIF Discussion: Chief Jones contacted Chief Klinkhammer, Willow Oak Fire received good recommendation on their DIF consultant. Chief Jones will contact Capital PFG and report back.

New Business: None.

Adjournment and set schedule for next meeting: The next regular meeting is scheduled on November 14, 2022, at 5:30 P.M. The meeting was adjourned at 7:52 P.M.

Respectfully submitted,


Sheryl Salgado, Clerk