



**PAJARO VALLEY FIRE DISTRICT
562 CASSELY ROAD
WATSONVILLE, CA 95076
831 722-6188**



**MINUTES OF THE REGULAR MEETING FOR THE BOARD OF DIRECTORS OF THE
PAJARO VALLEY FIRE PROTECTION DISTRICT**

January 16, 2020

Call to Order/Roll Call at 4:19

**Chairperson Martone
Vice Chairperson White**

**Director Moules
Director Erbe**

Director Chauvet- Absent

Public comments (not to exceed 3 minutes) for items not listed on the Agenda- None

1. Presentations:

- A. Directors Facility Tour and Financial Procedures
BC Murray conducted a tour of the facility with the Directors. Exploring the option of going solar and also budgeting for repainting of the facility in the next fiscal year. BC Murray reviewed the financial procedures for the budget and payments to vendors with the Directors. Captain Urbani is responsible for producing a report and the consent agenda.
- B. Chief's Report, Pajaro Valley
BC Murray reported on the following:
- The new water tender is in service and the old one was transported to Alabama;
 - Crews responded to a vehicle fire in a carport at Pinto Lake mobile home estates; No other calls of significance.
 - 4511 is out of service due to transmission problems.
 - Crews focused training on the new water tender.
 - Promotions coming up for engineers and captains.
 - Crews participated on the food drive with Second Harvest Food Bank.
- C. Incident Report, City of Watsonville
No questions from the Board.

2. Minutes

- A. Approval of the minutes from the regular meeting on November 21, 2019
Motion approving the minutes by Director Erbe; Second by Director Moules. All in favor: All

3. Consent Agenda

- A. Expenditure report, vendor & deposit summary – no questions
B. Year to date County report – no questions
C. American Express statements – Chairperson Martone questioned three purchases from Amazon. BC Murray will review and report to the Board what the purchases were for. Director Erbe questioned the charge for ethernet. BC Murray advised that Charter and Comcast do not provide services to the station location.

**Motion approving consent agenda by Director Moules; Second by Vice Chairperson White
All in favor: All**

4. Old Business - None

5. New Business

A. Appointment to Vacant Director Position

- i. Review Applications- BC Murray provided the applications for the Board's. Candidate Don Jarvis was present in the room. Candidate Aerin Murphy was on the phone.
- ii. Interview Applicants- The Board conducted interviews of both candidates.
- iii. Ballot Vote- The Board voted for Aerin Murphy

Motion to appointment by Vice Chairperson White; Second by Director Moules.

All in favor: All

B. Directors Oath

C. Selection of Chairperson and Vice Chair-

Director Erbe nominated Vice Chair White as Chairperson. Chairperson Martone nominated Director Erbe as Vice Chair.

D. Committee Assignments (Finance, Audit, and Strategic Planning)

Directors Moules and Murphy will serve on the community outreach committee. Director Martone and Chairperson White will serve on the Finance committee. Directors Erbe and Moules will serve on the audit committee.

E. Annual Audit Report

BC Murray reported that the auditors did not find anything to report. Suggested again to have a dedicated finance person who handles the budget/vendor payments.

F. Water Tender Equipment Expenditures

- i. Review Quote for Equipment
BC Murray reported that there is some equipment that will not work with the new water tender so it will need to be replaced. Other items are to replace older equipment.
- ii. Approve Expenditures

Motion to Approve Equipment Expenditures not to exceed \$5,500 by Director Martone; Second by Director Moules. All in favor: All

6. Correspondence-

A. None

Director Martone received a letter regarding CALPERS and the unfunded liability. The letter has been forwarded to the attorney to get an initial reading.

7. Discussion

A. Certificate of Achievement in Fire District Leadership Training

BC Murray asked to attend the training. Vice Chair Erbe motioned to allow BC Murray to attend. Second by Chairperson White.

9. Agenda items for the next meeting

- A. Apparatus and Equipment Replacement Plan
- B. District Financial Outlook
- C. CALPERS letter
- D. Supervisor Caput to discuss Paulson Rd. issue and County road repair
- C. Request for quotes on solar for the station

10. Adjournment

Motion to adjourn by Director Martone; Second by Director Moules. All in favor: All.

Meeting adjourned at: 5:11pm

Next regular scheduled Board meeting

March 19, 2020 @ 5:00 p.m.

Sean Murray

Kendel White

Board Secretary

Board Chairperson