

LOCKWOOD FIRE PROTECTION DISTRICT
23141 Shake Ridge Road
Volcano, CA 95689
Minutes of Regular Meeting of the Board of Directors
September 28, 2020
5:00 p.m.

**DUE TO THE GOVERNOR'S EXECUTIVE ORDER N-25-20, THE LOCKWOOD FIRE
BOARD OF DIRECTORS CONDUCTED ITS MEETING REMOTELY USING
ZOOM.US**

1. Call to order and reading of the mission statement.

The meeting was called to order by President Jan Hewitt at 5:10 p.m.

2. Establish quorum-roll call

Those in attendance were:

BOARD MEMBERS: President Jan Hewitt, Vice President Joanne McLachlan, Director Kelly McGee, Director Don Dowell, and Director Cookie Stevens. A quorum was established.

ADMINISTRATION MEMBERS: Tim Worny, Treasurer, Terry Bolyard, Secretary, Webmaster Jackie Vaughn

Those absent from attending: CAL FIRE Assistant Chief Rob Withrow,

PUBLIC ATTENDEES: getStreamline Maria Lara and John Azevedo, Lynn Graveson and Sylvia Schofield

3. Public Comments: At this time, Maria Lara and John Azevedo from getStreamline gave a presentation to the Board regarding a Portal on the LFPD website for use by the Board, LFPD Auxiliary and LFPD firefighters. The Board will log on to the Portal over the next month and decide if it is something beneficial for the Board to have. The cost is \$40 per month. This matter will be agendized and voted on at the next regular Board meeting.

4. Closed Session: No closed session was held.

5. Action Items: Approve Expenditure of \$1500 for Professional Grant Writer to Assist Grant Committee in Writing Grant for New Water Tender

Jan Hewitt and Don Dowell addressed the Board regarding paying a professional grant writer up to \$1500 to assist in writing a grant for a new water tender. As grants are difficult to write they suggested hiring a professional grant writer as the cost of a new water tender is very expensive and a grant is much needed.

Don Dowell moved to approve spending up to \$1500 to hire a professional grant writer to assist in writing a grant for a new water tender. Cookie Stevens seconded. The motion passed unanimously.

6. Discussion Items:

6a) Long Term Spending Priorities – Status Update on Paving at Station 151

Cookie Stevens reported she received an estimate for paving at Station 151 from contractor Dave Bunfill Paving in the amount of \$34,600. She also contacted Burgess Paving but they were not interested in the job. She will attempt to get one more quote.

Tim Worny advised LFPD has the funds for the paving work to be done. Joanne McLachlan will contact John Hopkins and Brian Oneto to try and get the reconveyance of the two LFPD stations completed so that the paving work can get underway.

This matter will be revisited at the next regular Board meeting.

6b) Support for Bells-Across-America October 4, 2020

Sylvia Schofield reported there will be a small ceremony at Tom and Debra Abrams' house on October 4, 2020 starting promptly at 9:00 a.m. (Please arrive by 8:45 to avoid interruption of the ceremony). Sylvia also advised she had 12 red light bulbs for anyone wishing to put a red light in their window during the night of October 3, 2020 in honor of the fallen firefighters of 2019. Terry Bolyard said she would be sure a red light was placed at Station 152 and Jan Hewitt said she would have one at Station 151. Jackie Vaughn asked for someone attending the ceremony take pictures to be posted on the LFPD website.

6c) Distribution of N95 Masks to Lockwood Residents With Help From Lockwood Auxiliary

Jan Hewitt and Don Dowell reported N95 masks have been purchased with funds received from a grant Don applied for. It has been suggested a postcard be sent to all Lockwood District residents advising masks will be distributed at the two stations on a specific day and timeframe. The LFPD Auxiliary will be asked to help with the distributions. The County approved of this distribution and the postcards will be mailed out free-of-charge of postage.

7. Approval of Minutes from Regular Meeting Of August 24, 2020.

Don Dowell moved the Minutes of the LFPD Board Meeting held on August 24, 2020 be approved. Cookie Stevens seconded. The motion passed unanimously.

8. Treasurer's Report: Tim Worny briefly recapped the Treasurer's Report which was approved as submitted.

9. Chief's Report: Neither CAL FIRE Assistant Chief Rob Withrow nor CAL FIRE Battalion Chief Mike Wiedner were able to attend the Board meeting.

10. Committee Reports:

Grant Committee: Reported above.

Fiscal and Planning Committee: Nothing new to report

Policies and Procedures Committee: Nothing new to report

Building and Maintenance Committee: Joanne McLachlan has met with a plumber and will obtain a bid for the plumbing work to be done at Station 151. LFPD Firefighter Randy Binz will start working on putting in flooring and painting.

Communications and Outreach: Jackie Vaughn reported she is watching social media for new people moving into the LFPD community and reaching out with information about LFPD, burning protocol, etc. She has asked if realtors could be provided with brochures from LFPD to be given out to new residents giving emergency telephone numbers, burn permit requirements, etc. The Board felt this was a great idea.

11. Auxiliary Report:

Terry Bolyard reported the Auxiliary continues to meet via ZOOM. US. There is a small attendance, but ideas are being discussed for fundraisers that are “outside-the-box” as the dinners, concert, pancake breakfast, etc. were all cancelled due to COVID19. Donations from SmileAmazon.com and private donations are still being received and greatly appreciated. The Auxiliary is still providing funds for supplies and equipment needed for LFPD firefighters and the two stations.

12. Next Regular Board Meeting: October 26, 2020 at 6:00 p.m.

13. Adjournment: Cookie Stevens moved to adjourn the meeting. Joanne McLachlan seconded. The meeting adjourned at 7:22 p.m.