



Meeks Bay Fire Protection District

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Steve Leighton, CHIEF

BOARD OF DIRECTORS:

Edward I. Miller

Korie Kromydas

Jennifer Lemke

Louie Fielding

Meeks Bay Fire Protection District Board of Directors Meeting

Minutes

January 19, 2022

Directors Present: Director Fielding, Vice President Kromydas, Director Lemke and President Miller

1. Call to Order

The meeting of the Meeks Bay Fire Protection District Board of Directors for the month of January was called to order at 3:32 p.m. by President Miller.

2. Additions to Agenda/Approval of Agenda

There were no additions or changes to the agenda.

It was moved by Vice President Kromydas and seconded by Director Lemke to approve the agenda as presented. The motion passed unanimously by roll call vote.

3. Approval of Past Minutes

There were no additions or changes to the minutes from the December 8, 2021 meeting.

It was moved by Director Fielding and seconded by Director Lemke to approve the Board Minutes dated December 8, 2021, as submitted and posted. The motion passed unanimously by roll call vote.

4. Financial

There was a discussion between Board and staff.

It was moved by Director Fielding and seconded by Director Lemke to accept the financial reports, items 4.A-E, as presented. The motion passed unanimously by roll call vote.

5. Public Input

There was none.

6. Business Requiring Action

A. Review of Candidate Application(s) and Possible Selection to Fill Board Vacancy

There were no candidate applications submitted. It was noted that there are now two vacancies on the Board after this meeting. Director Lemke is stepping down as of February 1, 2022.

President Miller and other Directors expressed their gratitude to Director Lemke for serving on the Board and that they will miss her.



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Fire Marshal Armstrong added that, on behalf of the district, thank you for serving on the Board, and he expressed appreciation of all of the work she's done regarding the reorganization process.

President Miller included that it would be appropriate and important to continue soliciting board members, even through the reorganization process, in order to maintain a quorum in the event one of the remaining three directors could not attend a meeting. Also, upon reorganization, it is anticipated that potentially two directors will join the board with North Tahoe Fire.

B. Resolution Proclaiming a Local Emergency, Ratifying the Proclamation of a State of Emergency Issued on March 4, 2020, and Authorizing Remote Teleconference Meetings of the Legislative Bodies of Meeks Bay Fire Protection District for the Period of January 19, 2022 – February 18, 2022, Pursuant to Brown Act Provisions

This is a housekeeping item to allow board meetings to be held virtually.

It was moved by Director Lemke and seconded by Vice President Kromydas to waive the reading and adopt Resolution 2022-01, allowing the district the option of holding the January meeting in a virtual setting. The motion passed unanimously by roll call vote.

C. Resolution Updating Schedule of Cost Recovery Fees

This is also a housekeeping matter. The fees are established in order to obtain cost recovery for those activities outlined within the Fire Code. Per the Health & Safety Code, they do not exceed our actual costs. District staff annually reviews these fees to ensure the amount charged is equal to the amount required to perform the work. Staff presented Resolution 2022-02 to adjust some of the amounts based on the hourly rate and the time required to complete these services.

Fire Marshal Armstrong explained that the update is based off the hourly rates of the Fire Marshal and FPO II, as well as the Cal OES admin rate. The calculation also takes into account how many hours it takes to complete the task. The hourly rate increased \$4.00 from last year (\$140.00 to \$144.00), and there was no change to mitigation rates.

It was moved by Director Fielding and seconded by Director Lemke to waive the reading and adopt Resolution 2022-02 adopting the updated schedule of cost recovery fees. The motion passed unanimously by roll call vote.

D. Future Planning with North Tahoe Fire – Draft Timeline for Reorganization of MBFPD into NTFPD by Resolution

At the Board's request, an estimated timeline was presented regarding the LAFCO process for informational and discussion purposes only. The timeline was developed between staff and El Dorado and Placer LAFCOs. It may be adjusted, revised, or changed as conditions warrant.



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President Miller complimented the Fire Chief and staff who assembled the timeline regarding the LAFCO process. He noted that it clarifies the process and is very easy to read.

Michelle McIntyre (Placer LAFCO) said everyone (i.e., all affected residents, registered voters, and land owners) in both districts will be notified during the community outreach process. Erica Sanchez said (via email) that she didn't have any comments or changes to the timeline.

E. Mandatory Training and Form 700 Filing Requirements

State law requires specified local officials to receive two hours of ethics training every two years. The requirement applies to local officials who either receive compensation for their service to the district or are reimbursed for their expenses.

Each local agency official, or employee who is so required, shall receive at least two hours of sexual harassment prevention training and education within the first six months of taking office or commencing employment, and every two years thereafter.

Every elected official and public employee who makes or influences governmental decisions is required to annually submit a Statement of Economic Interests, also known as the Form 700. The Form 700 provides transparency and ensures accountability. Directors should contact Kim Smith at El Dorado County directly with questions.

This item was informational only. No Board action by vote was required.

F. Pancake Breakfast – July 3, 2022

The Board voted at the December 8, 2021 regular meeting to reduce this event to one day. President Miller talked with Heidi Doyle (Executive Director of the Sierra State Parks Foundation), who will discuss the event with her board. Further planning was discussed and will continue to be discussed during the months leading up to the event. He noted that the Parks Foundation provides the publicity. The homeowners look forward to this event. It will Planning should be complete by April, but it will depend on whether the County and/or State allows it to be held.

G. Next Board Meeting Dates

The next meetings of the Board of Directors will be February 16, 2022 and March 16, 2022.

There was a discussion between the directors and staff regarding holding joint meetings, especially in regard to the LAFCO process and any motions or resolutions that depend on the vote of the other board. It is possible to hold joint meetings regarding consolidation matters and hold special meetings if separate matters need to be voted on by each district. We will await further direction from Chief Leighton regarding holding joint meetings in the future.

This was informational only. No Board action was required. There was no public comment.



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7. Chief's Reports

President Miller let the board know that the Fire Chief anticipated attending this meeting from his car between attending other meetings. Operations Chief Whisler and Fire Marshal Armstrong will carry on the meeting.

Chief Leighton let the Board know that he is listening to the meeting in his car, and he felt confident that Chief Whisler and Fire Marshal Armstrong were handling the meeting well. He mentioned that the district received \$22,000 from the American Rescue Plan, and he'll report on that at the next meeting.

There was also a discussion between Board and staff regarding how Dispatch refers to local addresses.

Fire Marshal Armstrong noted that North Tahoe Fire closed its office doors to the public due to COVID and being short-staffed. Reopening is anticipated for January 24.

Fire Marshal Armstrong also announced that Forest Fuels Coordinator Eric Horntvedt accepted a position with Truckee Fire. The Board and staff agreed that he was a great asset and that he will be missed.

Items of particular interest in Chief Leighton's report included:

- Emergency calls in the Meeks Bay district increased by 45 from 2020. The total emergency responses for Meeks Bay were 323 for 2021. Chief Whisler noted that the crews responded to 30 calls in December, 20 of which were due to downed power lines, but no structure fires.
- Fire Marshal Brent Armstrong formally assumed command of the Fire and Life Safety Division on December 1.
- Engineer Scott Worl was promoted to Captain on December 18, 2021.

8. Information Items

- The report from Sustainable Community Advocates was included in the board packet. Director Fielding asked who managed the work done by them. President Miller noted that Steve Teshara works with the Fire Chief. He added that he's known Steve for at least 40 years. Steve has tremendous knowledge and works with all the fire districts in the Basin representing them at various meetings.
- Letter from California State Parks to President Miller regarding campfire policies. This was a response to President Miller's letter he wrote to them in October last year requesting consistent protocols during burning season to avoid the confusion that ensues. The letter promises to take extra steps to align campfire policies with state and local fire restrictions for the Sierra area parks, which is good news.

President Miller then excused the public and opened the closed session at 4:25 p.m.



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9. Closed Session: Conference with staff and legal counsel - *Closed Session Pursuant to Government Code Section 54956.9(d)(2), Conference with Legal Counsel regarding Exposure to Litigation, One Case.*

Closed session ended at 4:31 p.m.

President Miller re-opened the meeting to the public at 4:31 p.m.

10. Consider taking action, if necessary, for closed session item

No action was taken in closed session, except for receipt of information.

11. Adjournment

There being no further business to come before the Board, it was moved by Director Lemke and seconded by Vice President Kromydas to adjourn the meeting of the Board of Directors at 4:32 p.m.

Respectfully submitted,
Kelly Martin
Clerk of the Board

Staff Attendees:

Fire Chief Steve Leighton (arrived at 4:07)
Division Chief Alan Whisler
Director of Finance Kim Eason
Fire Marshal Brent Armstrong
PIO Erin Holland
Forest Fuels Coordinator Eric Horntvedt
Battalion Chief Sarah Lagano (arrived at 4:07)
Crew from Station 51
Clerk of the Board Kelly Martin

Additional Attendees:

Michelle McIntyre, Placer LAFCO
Ellie Beals