

Minutes from the July 23rd, 2018, Bolinas Fire Protection District Board Meeting

Pres. Kimball called the regular meeting of the Bolinas Fire Protection District to order at 7:00PM. Vice Pres. Chiera and Dir. Gade were present. Dir. Martinelli and Dir. Shaw were absent. Also present: Chief Brown, Administrative Assistant Cadance Lynam and Captain Krakauer.

MSC Gade/Chiera (unan.) to approve the agenda.

CHIEF'S REPORT **MERA**

Chief Brown attended the June 27th regular meeting. The agenda was short and mainly focused on the adoption of the budgets FY18/19. We are in the Customer Design Review stage with Motorola for the Gen II system as well as the beginning stages of the CEQA process. MERA initiated a public comment period for Gen II on May 17th through June 18th, 2018. There was a public scoping meeting presentation and transcript of the meeting available on the MERA website. Four written comments were received during the month long period, some of which will be incorporated into the development of the Draft Subsequent Environmental Impact Report (SEIR). The Draft SEIR is expected to be completed and open for public review in the fall of 2018. The July regular meeting was cancelled due to a lack of agenda items.

Prevention

Everyone should have received the new edition of Living with Fire in Bolinas. Residents have been talking about it; it seems to be well received. Now we will follow up with residents to impress upon them the importance of beginning to implement many of the requirements/recommendations outlined in the brochure. We have picked the date of September 22nd to conduct our first emergency evacuation drill. It will involve areas 1 and 3. Assistant Chief Marcotte is researching our options for notifying residents using AlertMarin. Hopefully, as we advertise the drill, this will encourage everyone to register for alerts if they have not already done so. We will be using various methods for advertising the drill including signage in Area's 1 and 3. The expectation is anyone who wants to participate will be asked to come to the firehouse for refreshments and information. We are still determining the best time to hold the drill, either 0900 or 1200.

Roads

On July 11th, President Kimball, Assistant Chief Marcotte and Chief Brown met with Jennifer Blackman and the BCPUD Roads Committee which consisted of Directors Lyndon Comstock and Don Smith to discuss the next

steps moving forward with the work on encroachments into the public rights of ways. President Kimball reviewed the work done up to this point including praising the work done by the BCPUD to create the binder detailing all of the roads on the gridded Mesa. The BFPD realizes that adhering to the required 20" roadway base with 10" clear of vegetation on either side of the road is a very daunting task. The issue must be balanced carefully, the process moving forward is extremely important. Dir. Comstock stated he feels the BCPUD needs a work plan to be established. The community must understand why this issue is so important. BCPUD already has a directive to address any new encroachments. Many times, when property owners are contacted regarding encroachments, there is resistance. BFPD has already prioritized roads that should be addressed first based upon their criteria for adequate access / egress in an emergency as well as the operation of an engine on the roads. The BCPUD will work on prioritizing the roads based upon their infrastructure needs. Everyone agreed this will be a multiyear process and communication with the public will be of the utmost importance. It was also discussed at some point in the process to reach out to several community members to participate in the process. The BFPD expressed again that the vegetation loading on the Mesa is exponentially more than even 10 years ago. Everyone agreed that the two Boards working together is very important. The agreed upon next steps included Jennifer drafting a general letter to the public outlining the issue for the group to review at the next meeting, BCPUD will work to set their priority list for the roads. BFPD will work to further prioritize the roads and detail the issues they feel need to be addressed first. Chief Brown will work to schedule the next meeting of the group.

Inspections

None.

Planning

Ongoing-

20 Nymph Road – Demolish existing residence, new construction

324 Ocean Parkway – Addition

350 Fern – Studio addition

415 Yucca – Legalize Second Unit

380 Larch Road – New septic system, habitat restoration

210 Laurel – Legalize second unit

350 Lauff Ranch Rd. – Legalize multiple structures

120 Horseshoe Hill Rd – Addition, remodel

10 Olema-Bolinas Rd – Second Unit

370 Overlook – Remodel, addition of 2nd unit

12 Olema-Bolinas Road – 2nd Unit

105 Wharf Road – Second Unit

46 Horseshoe Hill Rd – Addition/ Remodel

190 Ocean Parkway – Remodel

NEW

None.

Grants

None.

Training

We have provided the Volunteers with the training schedule for the last 6 months of the year. The Officer's decided to add additional training opportunities on Saturday's and some Thursday's. Recent training has focused on Wildland fire, hands on evolutions and safety. We also trained with the Stinson Beach FD in Water Rescue Awareness and with Bill Pierce from the BCPUD on confined space entry and rescue at the lift station downtown.

Volunteers

No update other than we have a great group.

Apparatus

U231 went to Santa Rosa on July 5th to have the new camper shell installed. That is working very well. U219 was taken to Brandon Tires on June 28th for new front tires. We purchased inexpensive ones as we are just months away from replacing the unit. Firefighter Walker took E265 to Santa Rosa to have all six tires replaced. As updated last month, we have been unable to order the new U219 as Chevy is not offering the one ton truck that we need. The working group met and decided to move ahead with ordering a Ford. The Ford costs a little bit less up front but may cost a bit more when moving the utility box over. The group still feels that we can complete the project within the approved amount of \$50,000. We expect to receive the new cab and chassis in about 10 weeks.

Disaster Council

As updated earlier, DCC Godfrey, Asst. Chief Marcotte and Chief Brown are working on an evacuation drill set for September 22nd.

Asst. Chief Marcotte is taking a very active role in the Disaster Council since he has retired. Asst. Chief Marcotte and Chief Brown will be meeting the morning of July 27th to review the deployment of the stations Emergency Operations Center. We want to be sure all of the items that needed to be addressed from our last drill have been completed. We will then hold another drill. In regards to the work we have been doing to determine how long our emergency generator will last during an event, Chief Brown had a conversation with our propane supplier, McPhails, about the process for installing a vapor meter on the propane line to the generator. In order for us to determine how long the fuel will last, we must determine how much fuel is consumed under normal operations. McPhails stated that they could install a vapor meter at a cost of \$95.00 per hour. They anticipate the job would take 2 – 4 hours. The cost of the meter, depending on the size we need, will be either \$900 for the smaller one or \$3,000 for the larger one. The size will be determined by the load the generator is required to support and how much

propane an hour it consumes or our max CFH. Chief Brown is planning to contact our generator maintenance person and speak with him about which meter we would need.

Resource Recovery

Chief Brown attended the July 23rd regular meeting. Mike Akin updated the group that the loader long used by Resource Recovery was breaking down more and more. Work needs to be done on securing another one. A brand new one is not necessary and is very expensive, around \$180,000. Chief Brown recommended setting up a reserve account for equipment replacement. Each partner agency could be approached to set aside funds annually for this account. Jennifer recommended each agency could be asked for \$2,500 annually. Jennifer also suggested a 0% loan could be pursued in the community with the four partner agencies guaranteeing loan repayment. The discussion will be continued. Mike also reiterated that compost from the site is free and needs to be removed as there is a large amount.

Building and Grounds

Update provided under Board Committee Reports.

General Operations/Administration

The Marin County Board of Supervisors voted unanimously to place Sup. Rodoni's measure to increase the Transient Occupancy Tax in West Marin on the November ballot. Chief Brown again expressed how important this potential revenue is for the District.

This year's 4th of July celebration was a very quiet one. The District responded to three incidents throughout the day. There were many less complaints this year about fireworks and bad behavior. We are very grateful to the Lion's Club, Matt Lewis and every volunteer that spent their day to ensure the town was as safe as possible and a good time could be had by all. The District's bookkeeper, Kaaren Gaan, has begun working with Cadance and Chief Brown on audit preparation. Kaaren spent several hours here on July 18th. She stated, preliminarily, everything looks to be in good shape and this year's audit should be quite a bit easier than last years. We have not set a date for the field work portion yet, likely that will be in September. Chief Brown has not heard anything more from AT&T since their last communication regarding their requested modifications to the tower. That was June 23rd.

Surfers' Overlook Repair/Terrace Avenue

No Update.

Personnel

No Update.

GENERAL BUSINESS

No Update.

CONSENT CALENDAR

MSC Chiera/Gade (unan.) to approve the Consent Calendar.

PUBLIC EXPRESSION

None.

BOARD MEMBER REPORT

No Update.

COMMITTEE REPORTS

Updates from Finance and Budget, Personnel, Building and Grounds and Operational Working Group.

Finance Committee – The Finance Committee continues to look at budget items.

Personnel Committee – No Updates

Buildings and Grounds – No updates

Operations Working Group – No Updates

PERSONNEL MATTERS

None.

ANNOUNCEMENT

None.

GOOD OF THE ORDER

Vice President Chiera expressed his appreciation for the Fire Department preventing the town from burning down with the recent dumpster fire.

Chief Brown commented that, luckily, it was in a place where firefighters could contain it before it spread to any surrounding buildings. She thanked all the volunteers who responded to help.

President Kimball expressed his appreciation for Chief Brown and Captain Krakauer working together and training for the Chief's position.

ADJOURNMENT

MSC –Chiera/Gade (unan.) to adjourn at 8:10PM.

Respectfully submitted,

Cadance Lynam
Administrative Assistant

Note: Minutes of all Board meetings are available for review at the Bolinas Library and on the District's website www.bolinasfire.org.