

Minutes from the August 28, 2017, Bolinas Fire Protection District Board Meeting

Pres. Bass called the regular meeting of the Bolinas Fire Protection District to order at 7:00PM. Dir. Chiera, Dir. Shaw and Dir. Gade were present. Dir. Kimball was absent. Also present: Chief Brown, Administrative Assistant Lynam, Asst. Chief Steve Marcotte, Peter Asmus and Jenny Pfeiffer
MSC Chiera/Shaw (unan.) to approve the agenda.

CHIEF'S REPORT

NERA

Chief Brown attended the August 23rd meeting. Agenda items included reports/ updates on the progress of the project. A great deal of work is taking place. A Radio Equipment Faire was held for all member agencies to have a chance to examine and ask questions about proposed equipment, each agency has completed an inventory survey of current equipment. The Talk Group template detailing what channels departments will be talking on is in draft form, and the technical details of the Cutover plan, the period of time when Gen I and Gen II will need to be operational, are being worked on. Some issues have developed causing the project schedule to be adjusted. It looks like the 'Go Live' date will be later than anticipated. One of the issues to be addressed is the vendor survey revealed some of the planned microwave paths are potentially blocked by trees. The resolution of these issues is delaying design development. NERA staff is working hard with Motorola to address all issues to adjust the project schedule.

Prevention

There's been continued work with property owners to reduce hazard fuel on their property. Work has been done in the area of Cherry and Oak improving the safety of residents on Oak Rd. Chief Brown will be meeting with Bill Pierce, BCPUD, Thursday, August 31 to inspect roads and determine which ones are in the most need of mowing. They will be working together to review the roads in regards to vegetation impacting the BCPUD's access to their infrastructure and the emergency access/ egress for residents and emergency vehicles in a fire situation. A portion of the prevention funds will be expended on opening some of the more overgrown roads. A small grant may be available from FireSafe Marin as well.

Roads

BCPUD continues with their work on surveying the dirt roads for encroachments.

Inspections

Undeveloped property, Oak x Cherry

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

4900 Shoreline Highway - Remodel

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

We received the West Marin Emergency Services Grant, Burton Money, in the amount of \$8,045. These funds are made available to jurisdictions that are impacted by visitation to federal park lands and must be used to mitigate those impacts. Historically, we have used the funds for wild land personal protective equipment, rope rescue and medical equipment.

Training

In the past month, training has focused on medical scenarios and preplanning target hazard buildings in town. The training Saturday morning focused on the complex housing the post office, book exchange and the residential apartments upstairs. This week, Asst. Chief Marcotte and Chief Brown will be recertifying all firefighters in CPR.

Volunteers

Angel Taylor, a long time resident of Bolinas, has been accepted as a Volunteer Firefighter.

Apparatus

E265 had electrical problems and would not start. FF Joe Walker, on his own time as Walker Welding and Repair, spent quite a bit of time troubleshooting the problem and ultimately, resolving the issue. The engine now has three new batteries and all the ground connections have been cleaned. He saved us a great deal of time and energy by fixing the engine here as opposed to us having to have it towed to San Rafael for repair. The expense to the district

was quite a bit less considering a tow alone is several hundred dollars. Joe's repair bill was approximately \$650.00, the replacement batteries were extra.

Disaster Council

We need to begin a search for a new Disaster Council Coordinator as Cadance finds she has very little time to commit to the job. Chief Brown will be placing an ad in the Hearsay for the position. Someone that is great with people, organized and self motivated is ideal.

Chief Brown attended the West Marin Disaster Council meeting held on August 17th. Richard Dillman continues to do his best to improve the communications for the councils in West Marin, Tom Jordan, OES, handed out new Tsunami Safety pamphlets for boaters. Chief Brown will be bringing some to the Rod and Boat Club. The next CERT class is scheduled for October 14 and 21st. Chief Brown will be teaching the Disaster First Aid portion, along with the First Aid portion at a Train the Trainer class being held in November.

Resource Recovery

None.

Building and Grounds

Update provided under Board Committee Reports.

General Operations/Administration

Chief Brown attended the first BCPUD Vehicle Habitation Committee meeting held on August 15th. Attendees included representatives from the BCPUD, the BCLT, Mesa Park, residents, and a resident who resides in a vehicle. Several public members attended as well. Jennifer Blackman reviewed the BCPUD's policy for volunteer committees and recapped how the committee came into being. Sup. Rodoni asked for input from the community on the issue of vehicle habitation and he asked the BCPUD to assist. A letter was reviewed, submitted and signed by approximately 18 property owners in the downtown and Terrace Ave. area. Ultimately, the letter was supportive of the County ordinance making illegal overnight parking of large vehicles and requiring vehicles to move every 72 hours. The committee members discussed their role and feelings on the issue. The Fire Department has not had any safety issues involving vehicle habitation but it is a difficult situation. Jennifer Blackman suggested the committee gather as factual information as possible regarding who is living in vehicles. The next meeting has yet to be scheduled.

Audit work continues, the date for the field work has not been determined yet.

Surfers' Overlook Repair/Terrace Avenue

The Save Surfer's Overlook Committee met on August 28th to discuss next steps. Jennifer Blackman, BCPUD, updated the group on the last meeting with Larry Kennings of LAK Associates on July 20th. Larry provided an updated proposal for planning consultation services at a not to exceed cost of \$50,500. Jennifer contacted SAGE and Assoc. for a review and update of their proposal, she is awaiting a response. After discussion, it was decided to move forward with Larry Kenning's in order to move forward with Phase II of the Surfers Overlook Repair. The process needs to be started before the Coastal Commission or anyone else is approached. Once there is a clear idea of what the project will entail including studies, permits and construction plans, a public information meeting will be held to update the community and look for the next project managers for fundraising.

Personnel

None.

GENERAL BUSINESS

Action Item #1- Presentation from Peter Asmus Regarding BFPD Hosting a Microgrid.

Peter Asmus was present and gave a presentation on Microgrids and his concern regarding the ability of small communities like Bolinas and Stinson Beach to have a backup energy source in the case of a disaster. Microgrids allow communities to be more energy independent and still operate in times of crisis by putting backup batteries in place that will allow the solar arrays to continue to provide electricity even though the electricity may be interrupted for long periods of time. After the presentation the board members were in agreement that expanding the district's ability to function during a disaster was a good idea and that they would like more information on the subject. No action was taken on this issue.

Action Item #2 – Review / Approve Fire Cadet Program Guidelines

Asst. Chief Marcotte was in attendance to address any questions or concerns the board members might have regarding the draft guidelines for the proposed Fire Cadet Program.

The draft guidelines were reviewed and discussed. Several board members had concerns regarding some of the language as well as the Parental Consent and Waiver of Liability. While all members fully support the program, it was determined that the Personnel Committee would meet with Asst. Chief Marcotte to discuss and incorporate some of the requested edits. Chief Brown will schedule the meeting. The members thanked Asst. Chief Marcotte for his work on putting the program in place.

MSC, Chiera/Shaw (unan) to continue work on the program for finalization at the September regular board meeting.

Action Item #3 – Resolution #181-2017 A Resolution Extending Worker's Compensation Benefits to Fire Cadets.

This item was tabled until the Fire Cadet Program Guidelines are accepted.

Action Item #4 – Request from Crown Castle/ Verizon to Replace Nine (9) Existing Panel Antennae's and Various Equipment in Shelter.

Chief Brown reviewed the request from Crown Castle/Verizon to modify the nine panel antennas on their communications tower as well as equipment in their shelter. The district requested a detailed emissions report showing the current and proposed total emissions from all antennas located on fire district property. A report completed by Waterford Consultants was provided to the district on August 4th. The report detailed Verizon Wirelesses' proposal for changes and stated that the Verizon Wireless operations is currently 4.53% of the FCC General Population limits with a maximum of 5.542%. The report stated that the site would meet state compliance requirements.

Board members expressed their concern with the report as it did not provide detail seen in prior reports which would include information on all antennas on district property. When the report was received, Chief Brown forwarded it to Board members. Dir. Kimball expressed his concern for the lack of detail in the report. Chief Brown contacted Crown Castle, thanked them for the report and informed them that the information contained in the report might not be enough for the board to make a decision. Chief Brown forwarded a previously received report from 2014 to Crown Castle as an example of the kind of detail we were asking for. The Crown Castle representative stated she would see about providing additional detail prior to tonight's meeting. No additional information has been received as of this evening.

The board members were unanimous in requesting additional information from Crown Castle regarding the modifications to the site. While the district clearly understands that we cannot deny the application based on "perceived" health concerns, the members felt strongly that they needed to base their review and decision on accurate information.

MSC, Chiera/Gade (unan) to table item until additional detailed information regarding the impact of the requested modification could be obtained.

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 **Finance and Budget -**

No current update. A meeting will be scheduled upon Dir. Kimball's return.

The Personnel Committee-

Work is continuing on finalizing the flyer for the Chief's position as well as a recommendation for a salary range.

Buildings and Grounds-

At the direction of the committee, Chief Brown contacted several painting contractors requesting estimates for the exterior painting of the fire house and clinic. After meeting with two contractors, Chief Brown realized the estimates were at a cost point that may require a formal RFP and bidding process. Chief Brown will contact County Counsel for an opinion on the process the district is required to undertake. Chief Brown has also contacted several roofing contractors regarding replacing the rusting bases of the sun tunnels on both buildings. So far no contractor has had the time to respond to a request for an estimate. Capt. Krakauer did take time to get on the roof and secure the gutter portions that were hanging. Chief Brown and the Buildings and Grounds Committee will continue to work to resolve the issues.

PERSONNEL MATTERS

None.

ANNOUNCEMENT

None.

GOOD OF THE ORDER

Dir. Chiera wanted to thank Louie Likeover for his many years of service at the Fire Station and mentioned that his memorial was well attended.

ADJOURNMENT

MSC – Gade/ Chiera (unan.) to adjourn the meeting at 8:25 PM.

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.