

Minutes from the April 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, Dir. Shaw, Dir. Gade and Dir. Martinelli were present. Also present: Chief Brown, Administrative Assistant Cadance Lynam, Marin County Supervisor Dennis Rodoni and Ian Johnson.

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

CHIEF'S REPORT

NERA

The meeting scheduled for March 28th was canceled due to a lack of agenda items. The next meeting is scheduled for April 25th.

Prevention

The school held a "Lock-Down" drill on March 28th, the Fire Department was asked to observe. The Marin County Sheriff's Office School Resource Officer was also present. Staff and students learned how to behave and what they may expect in a real situation. Staff also learned where improvements were needed.

We will be holding our second Community Wildfire Planning meeting on ***Sunday, May 6th, 2018 1:00 – 2:30 PM.***

Topics will include the history of fire in our area, recent experiences, evacuation preparation and the importance of and how to be prepared as much as possible.

Roads

No update.

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

Training this past month has focused on structure fire tactics and strategies and rope rescue operations.

Volunteers

The Volunteer Association accepted two new volunteers this past Thursday evening, Willie Norton and Luke Arnold. Willie turned 18 this past March; he submitted an application a few days later. He has been observing drills since he was about 15. Luke has been observing drills since late last year; he works at the hardware store. We are excited to welcome them both.

The Annual Mothers Day Pancake Breakfast is scheduled for May 13th from 8:00 am to 11:00 am.

Apparatus

The 219 Replacement Group continues to meet to discuss wants, needs and financial impacts of both as it relates to the replacement of U219. Firefighter Maendle and Captain Krakauer have done a great deal of research in regards to body type and shops to complete the transfer of the utility box. We are currently working on listing all items and researching costs. We will propose that costs be included in the FY18/19 budget.

Disaster Council

Unfortunately, we had another Area Coordinator resign. Area 9's coordinator has to move, we have a few people in mind we plan on approaching for the position. Richard Dillman is working with us to upgrade our Disaster Council radio antenna located at the firehouse in order to improve our coverage. We are replacing the antenna with a new antenna and placing it in a better location.

Firefighter Godfrey and Chief Brown are continuing work on the updated Living with Fire in Bolinas brochure. Todd Lando, Fire Safe Marin, who originally designed the brochure for us in 2014, has added about 12 new pages and very current information. It is in draft form now, we are awaiting a price quote to print and mail about 1500 copies.

Work is also being done on the Bolinas Disaster Plan Worksheet. This was an item provided to all jurisdictions several years ago. The information is being

updated and, once finished the plan is to make it available in several locations around town. We are also looking into including it in the Living with Fire in Bolinas mailing.

Also being updated for mailing to all property owners is a small brochure detailing our Disaster Council Area Coordinators and the Disaster Council Area Map. The goal is to reach every resident and as many visitors as possible with disaster preparedness information.

Resource Recovery

No Update.

Building and Grounds

Update provided under Board Committee Reports.

General Operations/Administration

Chief Brown continues to participate in the TOT2 Advisory Committee. She attended the last meeting on April 6th and 20th. Supervisor Rodoni will provide an update about the meeting.

Kaaren Gaan met with Cadance and Chief Brown to conduct a review of our financial records. There were a few minor issues to address but overall, everything is in order. Several improvements have been made since the last audit. Thank you, Cadance. Now being discussed is how to move forward with the hiring of a new bookkeeper. Kaaren is helping to draft a Request for Proposal.

On April 20th, Supervisor Rodoni is holding another West Marin Emergency Preparedness meeting. Representatives from every West Marin agency are invited to discuss issues and goals as they relate to the impacts of visitors to our areas. Agencies were asked to speak about their recent experiences with the April rain storm. Chief Brown spoke of the flooding we experienced at the Wye and along the Olema – Bolinas Rd. as well as Hwy 1. Chief Brown will be following up with Supervisor Rodoni to see if any remedies can be identified to alleviate some of the flooding in town. Supervisor Rodoni will speak with Caltrans about the flooding along Hwy 1, much of which was caused by not maintaining the ditches along the highway. Also brought up was the increased need for parking enforcement during the high visitation months. MCSO is looking into extending the season for the parking enforcement officer.

Chief Brown's presence may be requested at a County Code Enforcement Hearing currently scheduled for May 9th. The hearing is regarding a vacant lot in Bolinas that has been illegally built on and inhabited. Chief Brown participated in an inspection last year on the property and may be asked to speak about her findings.

Thanks in large part to Ian Johnson and President Kimball, the District now has a new contract with AT&T for telephone and internet services. In past meetings we've discussed the inordinate expense of the District's landline phone costs, typically around \$1,400 a month. The current two year contract will now allow us to be on AT&T's most current platform taking us from a DSL to fiber optic system. Our annual costs should be lowered by

approximately \$5,000 while increasing our available bandwidth capacity. The increased bandwidth will allow the District to better interact with other agencies that require us to submit large files online, we will be able to better participate in required webinars and will allow our firefighters to better participate in online training. Big thanks go to Ian and President Kimball. We have received a request from AT&T through their subcontractor, Ericsson, to modify their communications tower. The request was received too late to be added to the April agenda, it will be on the May agenda. They are requesting to exchange the existing nine panel antenna with nine like antenna, exchange existing RRU's and to add additional RRU's. Chief Brown has spoken to the Ericsson representative and requested a larger set of plans and an emissions report.

Surfers' Overlook Repair/Terrace Avenue

On April 19th, Jennifer Blackman, Sean Kennings, LAK Associates and Chief Brown met with Supervisor Rodoni and representatives from the Department of Public Works and the Planning Department to discuss Phase II of the Surfers Overlook Project. Jennifer provided the group background on Phase I and explained that we are looking for guidance on the best path forward. She also asked the group if Phase II was a project the County could support as they did with Phase I. We have been under the assumption that the County would be the applicant for the permits for Phase II as they were with Phase I. Ernest Klock, DPW, noted that, while he is supportive of the project, he does not see a clear role for the County since the project is on private property. Discussion ensued regarding the private property issue and whether or not the County has interest in the project due to the County maintained road. Tom Lai, Planning, explained that this would be a multiyear permitting process and the project is likely to be extremely expensive. He explained we would need to demonstrate to the Coastal Commission that all other options have been reviewed and why they have been rejected leaving the bluff stabilization as the only option. We will need to show that there are no other viable options. Preliminarily, it would seem the Coastal Commission and the Gulf of the Farallones may be the only permitting agencies. Supervisor Rodoni suggested a meeting with the Coastal Commission staff to refresh them on the project; Tom Lai felt this was a good idea. Due to current work happening with the local Coastal Plan, this meeting may take up to 6 months to schedule. Ernest reiterated that spending County money outside of the right-of-way is a new concept for them. Supervisor Rodoni said he would like to see a similar public/private relationship as we saw with Phase I. Ernest also said that any private property owners would need to completely indemnify the County if they were to be involved in the project.

Personnel

No Update.

GENERAL BUSINESS

Micro Grid Background Discussion – Several months ago, Peter Asmus presented the Board the idea of having a Microgrid as a backup energy source

in an emergency. When the new facility was built, a large backup generator was installed, that ideally, would last a week in an emergency situation. The Microgrid, if installed, could rely on backup rechargeable solar batteries that would make the generator last longer. The batteries available to provide the emergency back up power are currently very expensive and the technology is changing. Director Chiera mentioned that it's still emerging technology and we shouldn't expend \$100,000 or more on something we're still unsure of. Director Martinelli agreed that it may not be something we can afford now but it could be helpful in the future and may also be cheaper when the technology has been released for some time. After more discussion from the Board it was agreed to wait some time before looking into installing a Microgrid and in the meantime continue to research how long our existing emergency generator could run the facilities during a disaster.

Discussion and Updates with Supervisor Dennis Rodoni – After giving the Board updates on the Surfers Overlook project, Supervisor Rodoni gave a brief description of the more than fifteen items he's working on to support Bolinas and the West Marin community. Among the items he mentioned were Short Term Rentals, Raising the Transient Occupancy Tax, Affordable Housing, Highway 1 Flooding, Broadband for Communities and Surfers Overlook.

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 is currently working on drafting the budget for FY18/19. The budget will be finalized at the June meeting.

Personnel Committee – The Personnel Committee will be meeting to discuss personnel issues as they relate to the budget.

Buildings and Grounds – Several items at the Fire Station have recently failed. There is a need to increase the building and maintenance reserve budget which will be addressed in the FY18/19 budget.

Operations Working Group – Continue to work on the replacement of U219. The replacement cost will be included in the FY 18-19 Budget. Firefighter

Maendle and Captain Krakauer have been putting a great deal of time into the issue.

PERSONNEL MATTERS

ANNOUNCEMENT

None.

GOOD OF THE ORDER

Chief Brown expressed her thanks to Richard Dillman for coming to Bolinas and programming the disaster council radios as well as offering training. Also, many thanks to President Kimball and Ian Johnson for finding the Fire Department a less expensive, better working plan through AT&T. Director Shaw expressed her thanks to Supervisor Rodoni for all his work.

ADJOURNMENT

MSC – Chiera/Gade (unan.) to adjourn at 9:00PM.

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.