

Minutes from the December 17, 2018, Bolinas Fire Protection District Board Meeting

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

MSC Martinelli/Torrey (unan.) to approve the agenda.

CHIEF'S REPORT

MERA

Chief Brown attended the November 28th and the December 12th Governing Board meetings. Discussion again focused on cash flow and overall funding availability in light of proposed change orders. The MERA Finance Committee met several times to review cash flow projections and the project budget as well as the potential impacts of the proposed change orders. It has been determined that the projected budget including contingency can absorb the cost of the change orders. There has been a great deal of discussion around the need for the change orders and where the responsibility and accountability lies for any future change orders. Of course, everyone is extremely cognoscente of the need to complete Gen II within the projected budget. MERA staff, the Executive Board and the Finance Committee is working diligently to that end. Of the four proposed change orders, one was removed from consideration for further research and discussion; three were approved unanimously for a total of \$4.5 million.

Customer Design Review with Motorola continues. The Draft SEIR is anticipated for distribution in early 2019. One of the new sites needed for Gen II is proposed for Muir Beach. Chief Brown attended a public information meeting held in Muir Beach on the evening of December 12th. Ernest Klock, MERA Operations Officer and Dave Jefferies, MERA Deputy Executive Officer presented information to the community regarding the design and location of the proposed site, other locations that have been considered and why this site is needed to complete coverage for Muir Beach as well as parts of Highway One. The meeting went well; more meetings in the coming year are expected.

Prevention

Chief Brown attended a Marin County Regional Fire Prevention meeting on December 11th. Agencies from all fire departments in Marin County were present. The focus of the meeting was the review of the Lessons Learned, 2017 North Bay Fire Siege prepared by the Marin County Fire Department. Outlined in the report are 25 Areas for Improvement for the fire service. Each item was reviewed and, if needed as some items are already being addressed, assigned a person or agency responsible for follow up. Items included consistent defensible space codes, programs to assist seniors and those with functional needs to accomplish defensible space, updating codes for

vegetation clearing on undeveloped lots, regular communication with PG&E and enhanced public outreach during critical fire weather incidents. Conversation focused on better enforcement of codes County wide and the possibility of combining efforts for defensible space inspections. Also discussed was the research agencies have been conducting regarding various alerting systems including mechanical sirens, acoustical devices and the possibility of using weather radios to alert residents in their homes. Staff will continue to monitor and participate in this issue as it develops.

Roads

Chief Brown attended the Merit Hearing held at the Board of Supervisors meeting on December 4th where the ordinance pertaining to extending enforcement of the Vehicle Code to the non-County maintained and private roads open for public use within Bolinas was heard. Several residents attended to speak in favor of the ordinance, one resident spoke about his concern that the ordinance would be used by neighbors against each other. The Board voted unanimously to adopt the ordinance; it will go into effect thirty days after its adoption. BCPUD and BFPD representatives have not met again to discuss moving forward with addressing encroachments into the public rights-of-ways as the BCPUD is currently focusing on the issue of water meters that are fenced in and not accessible by staff. We will continue to work to schedule our next meeting. In the mean time, the fire district will continue our efforts to address the over growth of vegetation along the non-County maintained roads.

Inspections

190 Ocean Parkway – Final Building Inspection
334 Jute – Final Building Inspection

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
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

New

385 Ocean Parkway – Accessory Dwelling Unit

Grants

None.

Training

Recent training has focused on team building, SCBA's and hose lays. Training will start again after the first of the year as we are taking a holiday break.

Chief Brown traveled to the Tomales Volunteer Fire Department on the evening of November 29th to certify their firefighters in CPR.

Volunteers

The Volunteers wish to extend their thanks for the Holiday Appreciation Dinner held on December 9th.

Apparatus

The new U219 is still being worked on, we hope to have the body work completed in two weeks at which time it will have the radio and code three equipment installed.

The Officers are considering a proposal to the District to keep the old U219 in service as a utility vehicle as opposed to removing it from service completely. Asst. Chief Krakauer is currently researching the financial implications of the proposal. A full proposal will be brought to the Board when it is ready.

Disaster Council

Asst. Chief Marcotte has been working on scheduling a meeting with all of the Disaster Council Area Coordinators after the first of the year. He has also researched the requirements for holding a new Community Emergency Response Training class in Bolinas and a recertification class for our existing CERT folks. He expects to hold both classes during the first quarter of 2019. There have been a few people expressing interest in filling the position of West Marin Disaster Council Coordinator. The Marin County CERT coordinator position vacated by Maggie Lang is under review by the Marin County Board of Supervisors.

District Wide Emergency Alerting Systems

There are several emergency alerting options available for Marin County residents and visitors (see handout). In response to the devastating North Bay fires in the last several years, every jurisdiction in Marin, and Marin County as a whole, is considering how to enhance their current alerting capabilities. As directed by the Board last month, staff has been researching the feasibility and expected outcome of installing a siren(s) and/or a Long Range Acoustical Device (LRAD). The LRAD is capable of acting as a siren and has the ability to provide voice messaging. Asst. Chief Krakauer attended a demonstration of an LRAD in Kentfield on December 5th. The results were varied based upon the topography. Some heard the message quite far away while others in another direction could not hear it two blocks away. The topography and tree cover of our area is a challenge for the LRAD devices. Asst. Chief Krakauer and Chief Brown met with a representative of Sentry Siren on December 10th. You will recall that Dir. Shaw made contact with Sentry Siren and requested information about a system. They provided

a draft map indicating the town of Bolinas would need five sirens. The quote and map are for mechanical sirens only, no voice capabilities. He indicated that if we wanted voice capabilities, we would need quite a few more due to our tree cover. One very interesting point he made was that while there are times you can hear a siren inside a home, the sirens are not expected to reach people inside structures, especially if they are sleeping. In order to install a siren system, we need to consider access, property ownership and access to electricity. We have requested a property coverage map for the voice capable units but the representative reiterated that the tone only sirens are more effective. A tone only siren would require follow up information to be sent either by another alerting process or public radio. We will continue to research siren systems. We will also continue to work with other jurisdictions regarding their research and implementation, if any, of a siren system. Research is being done at the County level on another possible alerting system that may be capable of alerting residents in their homes. It is the Weather/All hazards Alert Radio. This is a radio that has been used extensively in the Midwest to alert residents to tornadoes. Years ago we offered these radios to Disaster Council members to stay aware of hazardous weather situations. It has the capability of being activated remotely, a tone will sound and then a voice message can be broadcast. We do not know the limitations of the system or if it could be used for a more local incident. Chief Brown will be providing more updates as they are received.

Resource Recovery

No update.

Building and Grounds

Update later in meeting.

General Operations/Administration

We are still awaiting the draft audited financials. There has been a delay with the information needed from CalPERS. Kaaren Gann, Bookkeeper, has been working to resolve the issue. Once the drafts are received, the Finance and Budget Committee will meet to review them and will present them to the full Board.

Kaaren Gann and her daughter Shelley, who will be taking over Kaaren's bookkeeping business, conducted the financial quarterly review on December 3rd. They stated that everything was organized and found no issues.

The rehabilitation of the fuel tank has been completed. The cost of the work will be shared equally by the four agencies that utilize the tank. The West Marin Fire Chief's met at the Bolinas station on December 11th to discuss the passage of Measure W. The Emergency Services portion is anticipated to be around \$600,000. The Chief's will be drafting and approving a Memorandum of Understanding which will define how the proceeds can be expended and how the proceeds will be divided annually. Bolinas will be receiving 17% or approximately \$100,000. These numbers are expected to fluctuate annually

based upon the amount collected. The Finance Committee will meet to discuss expenditures once the MOU is finalized.

Surfers' Overlook Repair/Terrace Avenue

No Update.

Personnel

No Update.

GENERAL BUSINESS

Action Item #1 – Oath of Office Administration for New Board of Directors

Vice President Chiera administered Oaths of Office to new Board members Nancy Torrey, Claire Molesworth, and Chris Martinelli. Oaths of Office were administered at the beginning of the meeting.

Discussion – Nomination for Marin Local Agency Formation Committee Seat

Marin LAFCO looks at combining special districts to promote efficiency and save tax payers money. They are currently looking to fill two seats on their Board. The Board of Directors has the option to nominate someone if they wish. There was no further discussion.

CONSENT CALENDAR

MSC Martinelli/Molesworth (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 – Still waiting for audited financials.

Personnel Committee – No update.

Buildings and Grounds – Updated earlier in the meeting.

Operations Working Group – U219 was mentioned earlier in the Chief's report.

PERSONNEL MATTERS

None.

ANNOUNCEMENT

None.

GOOD OF THE ORDER

Chief Brown mentioned at the Holiday dinner, Firefighter Chris Deibel was promoted to Captain and Captain Krakauer was promoted to Assistant Chief. Dir Martinelli welcomed the new Board members.

Vice President Chiera expressed his appreciation for the Christmas Holiday dinner and emphasized how amazing the food, décor and company was. He also mentioned the upcoming memorial for Phil Buchanan and wanted to take a moment to appreciate his years of service, he will be sorely missed.

ADJOURNMENT

MSC –Martinelli/Torrey (unan.) to adjourn at 8:20PM.

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.