

Minutes from the April 23rd, 2020, Bolinas Fire Protection District Board Meeting, Via Zoom.

Pres. Molesworth called the meeting of the Bolinas Fire Protection District to order at 7:00 P.M. Vice Pres. Kimball, Dir. Torrey and Dir. Martinelli were present. Also present: Chief Krakauer, Asst. Chief Marcotte, Administrative Asst. Cadance Lynam, resident Simon Dunne and Lisa Doran of Doran & Associates.

MSC Kimball/Torrey (unan.) to approve the Agenda with the modification to move Action Item #1 prior to the Chief's Report.

CHIEF'S REPORT

Chief Krakauer attended the Chief's meeting via phone on April 16th. Topics discussed included the Marin Wildfire Prevention Authority work, and the two seats available for each agency as well as the shovel-ready work projects. Also discussed were COVID – 19 protocols and procedures, including new face covering orders and ambulance decontamination sites.

MERA

Chief Krakauer attended the MERA meeting via phone on April 22nd. MERA is still in the customer design review process for Phase 2, which is set to be completed midsummer. The Coastal Commission passed permitting for Muir Beach, Point Reyes Station and Tomales sites. The Muir Beach repeater will increase coverage along the beaches that currently have poor MERA reception.

The Project Manager, Ernest Clock, resigned and MERA is currently seeking a new project manager.

Prevention

Chief Krakauer has been in contact with County Battalion Chief Christie Neill about helping support Bolinas with defensible space inspectors again and what the cost may be to assist with about three hundred residences that were not able to be inspected last summer. These are what have been referred to as 4291 inspections of the California State Fire Code. They helped last year with over four hundred homes on the big Mesa. We did bolster prevention funds this year and will be able to use monies from Measure C next year.

Roads

The road closure is still in effect on Mesa Road at Commonweal. Citations are being issued on Mesa Road and in both Federal and County Parks parking areas.

There may be more signage coming to the downtown area that may help with issuing citations for out of area cars parked illegally to access the beach.

Inspections

The Coast Café installed a concrete pad under their generator.

Planning

No Update.

Grants

No Update.

Training

There has been one Zoom call and will probably be another this week to check in. Trainings are taking place in small groups during the days with essential staff.

Volunteers

There is a holding pattern for bringing in new and pending volunteers.

Apparatus

Duty Officer Joe Walker is going to service U219 this week as it is easier than taking it over the hill.

E285 is scheduled to have a pump test on the 29th in Woodacre.

Disaster Council

Asst. Chief Marcotte updated the Board that there hasn't been much going on due to COVID – 19, however he asked the Area Coordinators to do a survey of their areas and now has a better idea of how many people are in town and the age groups.

Resource Recovery

No Update.

Buildings and Grounds

Evan Kahn completed the painting of the generator shed.

Dana Smith started on the garden and has planted the strips outside the front garden; the poppies are in full bloom. We plan to prep and work on the front area near the flagpole in the next week or so. She has already purchased the plants.

Chief Krakauer spoke with Hector Mora about adding an artistic and station hardening rock component, but at this time it is probably an expense we can skip.

Chief Krakauer had a consult with Kenny Gardener about how best to manage the Willows and Coffee Berries along the gate between Mesa Park and the Firehouse. The Coyote brush along the Clinic fence is also out of hand and needs to be addressed. Chief Krakauer expressed that he would

like to reach out to the Building and Grounds committee and have a meeting to discuss further.

General Operations/Administration

COVID – 19 Testing

Chief Krakauer reported that the testing went well and is now complete. He reported that there was lots of positive feedback and great community involvement. Pres. Molesworth and Dir. Torrey thanked Chief Krakauer and Asst. Chief Marcotte for their time helping to put everything together.

There continues to be an Emergency Management conference call almost daily, led by Woody Baker –Cohen, the Emergency Services Coordinator at Marin County Sheriff's Office of Emergency Services. Woody gives updates on COVID-19 numbers as well as checks in with each agency on any needs they may have.

Marin County Fire Chiefs have been having two calls per week to check in and keep everyone in the loop on items such as surge planning, mutual aid agreements and personal protective equipment protocols.

Chief Krakauer received an email from Ebony Gee at Crown Castle that pertained to the permitting process of removing and replacing antennas on the Verizon tower. The Crown Castle lease will expire in January 2022. Chief Krakauer was contacted by a representative who would like to discuss the lease renewal. Chief Krakauer recommended setting up a subcommittee to discuss this further via phone once more details become available. Chief Krakauer asked for something to be scheduled in the next couple weeks.

The summer kick –off planning meeting with Dennis Rodoni and West Marin agency reps will take place on April 30th. Potential problems and mitigation measures for summer tourism will be discussed. Parking is usually the number one topic.

Surfers' Overlook Repair/Terrace Avenue

No Update.

Personnel

Firefighter Chris Deibel is taking a six-month leave. The District is working to fill his position with current seasonal firefighters and duty officers.

GENERAL BUSINESS

Action Item #1 – Review and Accept Draft Audited Financial Statements. Lisa Doran of Doran & Associates was in attendance via phone.

Lisa Doran presented the Audited Financial Statements FY 18/19. There were small improvements recommended in the management letter concerning procedures with bank transactions, bank reconciliations and accounting records.

Due to State law, this is our last year working with Doran & Associates as our auditors. The Board thanked Lisa for all her work the last several years and Lisa commented that it was a pleasure working with the District as well.

Action Item #2 – Appoint Board Member to fill Vacancy Created by Resignation of Ed Chiera.

MSC/Martinelli/Kimball (unan.) to Appoint Simon Dunn to fill Vacancy Created by Resignation of Ed Chiera.

Vice Pres. Kimball commented that Simon’s contribution in helping with the COVID-19 testing was awesome. Chief Krakauer agreed that Simon has a great skill set that proved very useful and expressed how grateful he was to have his help.

Discussion – District Wildfire Preparedness and Response

Chief Krakauer submitted the two representatives for the Marin Wildfire Prevention Authority. The Operations seat calls for either the Fire Chief or city mayor, and since Bolinas doesn’t have an “official mayor, Chief Krakauer will fill that role. Vice Pres. Kimball volunteered for the Board of Directors seat. Chief Krakauer is working with Asst. Chief Marcotte to come up with three shovel-ready projects. So far they have come up with egress roads improvements, chipper days and perhaps a collaborative vegetation reduction project with the BCPUD. Chief Krakauer commented that he is happy to take input or suggestions from the Board on any other ideas.

CONSENT CALENDAR

MSC / Torrey/Martinelli (unan.) to approve the Consent Calendar with a few adjustments to the minutes.

PUBLIC EXPRESSION

None.

BOARD MEMBER REPORT

None.

COMMITTEE REPORTS

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

Finance Committee – Chief Krakauer and Administrative Asst. Cadance Lynam met with Pres. Molesworth and Vice Pres. Kimball via phone. Vice Pres. Kimball has been helping to plug in numbers for our FY20/21 draft budget. A new revenue line will be included this year for Measure C tax, which should bring in approximately \$20,000.

Administrative Asst. Cadance Lynam reached out to Roy Given at the Marin County Department of Finance to get an estimate of how COVID -19 might affect the District’s revenues. The Transient Occupancy Tax income will be greatly impacted for the extent of the shelter in place order. The revenue from property tax may slightly decline but at this time it is hard to predict by how much.

Personnel Committee – No Update.

Buildings and Grounds – No Update.

Operations Working Group –No Update.

PERSONNEL MATTERS

The Board went into a closed session. No action was taken.

ANNOUNCEMENT RE: CLOSED SESSION

The Board went into a closed session. No action was taken.

GOOD OF THE ORDER

Vice Pres. Kimball expressed how impressed he was with how the District pitched in and helped with the COVID-19 testing. He added how wonderful it was to see our new Board member Simon Dunn, be a solid contributor. Pres. Molesworth commended Vice Pres. Kimball for all the work he put in as well.

ADJOURNMENT

MSC –Kimball/Torrey (unan.) to adjourn at 10:15 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.