



# Meeks Bay Fire Protection District

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Steve Leighton, FIRE CHIEF

BOARD OF DIRECTORS:  
Edward I. Miller  
Korie Kromydas  
Louis Fielding  
Bob Millslagle

## BOARD OF DIRECTORS REGULAR MEETING Wednesday, September 28, 2022 ❖ 3:30 p.m.

### Minutes

**Directors Present:** Director Fielding, Vice President Kromydas, and Director Millslagle a quorum is established

#### 1. Call to Order

The meeting of the Meeks Bay Fire Protection District Board of Directors for the month of August was called to order at 3:31 p.m. by Vice President Kromydas.

#### 2. Additions to Agenda/Approval of Agenda

There were no changes to the agenda. There was no public comment.

It was moved by Director Millslagle, and seconded by Director Fielding, to approve the Board the agenda as presented. The motion passed unanimously by roll call vote.

#### 3. Approval of Past Minutes

There were no additions to the minutes from the August 17, 2022 meeting. There was no public comment.

It was moved by Director Millslagle and seconded by Director Fielding to approve the changes to the Board minutes dated June 29, 2022, as revised. The motion passed unanimously by roll call vote.

It was moved by Director Fielding and seconded by Director Millslagle to approve the Board Minutes dated August 17, 202. The motion passed unanimously by roll call vote.

#### 4. Financial

There was a discussion between Board and staff.

It was moved by Director Fielding and seconded by Director Millslagle to accept the financial reports, items 4.A-F, as presented. The motion passed unanimously by roll call vote.

#### 5. Public Input

There was none

#### 6. Business Requiring Action

- A. [Resolution Proclaiming a Local Emergency, Ratifying the Proclamation of a State of Emergency Issued on March 4, 2020, and Authorizing Remote Teleconference Meetings of the Legislative Bodies of Meeks Bay Fire Protection District for the Period of August 17 – September 28, 2022, Pursuant to Brown Act Provisions](#)

This is a housekeeping item. This resolution allows the Board the option to hold meetings virtually. The law enacted to implement the proclamation remains in effect until January 1, 2024. The ability to hold virtual meetings like this is allowed while the proclamation is active. If, in the future, the Board decides to meet in person and then the need arises to meet virtually again, it's a good idea to pass this resolution. Each resolution is good for 30 days.

There was a discussion between Board and staff. There was no public comment.

It was moved by Director Fielding, seconded by Director Millslagle to waive the reading and adopt Resolution 2022-17, allowing the District the option of holding the September meeting in a virtual setting. The motion passed unanimously by roll call vote.

**B. Presentation by Hillary Erickson, ISU Insurance Services-Atwood Agency, regarding a new carrier for liability insurance**

Chief Leighton introduced Hillary Erickson to the Board. Hillary presented on this item. The District received notification in mid-August stating that the current liability insurance carrier is non-renewing their whole program. The District will need to have a new insurance carrier by November 1, 2022, as this is when our current liability insurance expires. This is why we wanted to research alternative insurance companies and asked Hillary from Atwood to help with that. It is Atwood's duty every year to make sure all the Districts under their umbrella get the best insurance rate possible, and unfortunately in California, it has grown more difficult to find. Currently, the insurance pool as a whole has experienced an increase of about 100% in California. This increase is due to high wildfire risk and worsening employment practices.

The quote that Hillary is presenting today is a guaranteed option, although it is not very desirable. The premium went up from \$16,860 to \$31,890. The option that is presented is a JPA called JPRIMA. The JPA has a renewal date of 4/1/2023 so there will be a short-term policy and then it will renew on 4/1/2023 at the same pricing and the new policy will be 4/1/2023 to 4/1/2024. It is a three-year commitment. There is an escape clause if year over year the premium would increase over 15%, then we would be able to exit early. Hillary stated that she is going to reach out to the underwriter to see if she can get some additional savings and lower the premium for Meeks Bay as it has reduced exposure compared to North Tahoe Fire Protection District.

The District is currently pursuing other commercial packages of insurance to see if we can find cheaper options before October 31, 2022.

There was a discussion between Board, Ms. Erickson, and staff. There was no public comment.

It was moved by Director Fielding and seconded by Director Millslagle to authorize the Fire Chief to execute an agreement to purchase a commercial package of insurance for the period beginning November 1, 2022 for a period of 18 months, for a cost not to exceed \$31,890 on an annual basis, with a provider as selected by the Fire Chief. The motion was passed unanimously by roll call vote.

**C. Public Hearing: Adopt the Final Budget for Fiscal Year 2022/2022 by Resolution 2022-18**  
**Vice President Kromydas opened the public hearing at 4:16pm.**

Director of Finance and Administration Kim Eason gave the Board some highlights from this year's final budget:

- Property taxes came in higher than expected, about \$78,000 higher than 2021/2022, based on the El Dorado County estimates;
- The Special Assessment increased 4%, which was approximately \$21,000 higher than 21/22. Overall, property taxes came in approximately \$99,000 higher in 2022/2023. This increase helped to lower our transfer from Reserves from last year and from the preliminary budget;
- She trued up the North Tahoe Fire contract number because she received the actual costs of what the health insurance would be, so that went down a little bit;
- One thing that looks a little unusual is that the 2022/2023 budget total is less than the 2021/2022 budget. She wanted to remind the Board that we included a fiscal impact study in the 2021/2022 budget totaling \$54,000 that was not included in the 2022/2023 budget. This is one of the main reasons that the overall budget is less in 2022/2023.

There was a discussion between Board and staff. There was no public comment.

It was moved by Director Fielding and seconded by Director Millslagle to waive the reading and adopt the final budget for the fiscal year 2022/2023 by Resolution 2022-18, in the amount of \$2,173,044. The motion was passed unanimously by roll call.

**Vice President Kromydas closed the public hearing at 4:19pm.**

D. **[Introduction of Resolution 2022-19 and Ordinance 2022-01 adopting the 2022 California Fire Code](#)**

Fire Marshal Brent Armstrong presented this item and gave a PowerPoint presentation introducing the California Fire Code and the amendments he is proposing to the changes to the California Fire Code to the Board.

The Fire Codes are updated and issued by the State Fire Marshal every three years. In order for the District's Fire Code to go into effect, a process must be followed. The Resolution 2022-19 that is being introduced is the Findings of Fact document that outlines what changes the District wants to make to the California Fire Code specific to the geographical area we are in. Also being introduced is Ordinance 2022-01 adopting the 2022 California Fire.

Here are some highlighted amendments to the 2022 California Fire Code that are included in Ordinance 2022-01 that are being introduced to the Board:

- Section 107.7- added Cost Recovery Fees;
- Section 111.3 – deleting Qualifications as they are not pertinent to our agency;
- Section 307.1.1 – amended Prohibited Open Burning;
- Section 304.4.4 – added Campfires;
- Section 903.2.8.1 – amended Group R-3 to allow the Fire Marshal to place codes and ordinances to manufactured homes;
- Section 903.6 – amended Where Required in Existing Buildings and Structures so homes and existing structures that are 3,600 square feet will need to install an automatic sprinkler system;
- Chapter 11 – adopted new Chapter of the California Fire Code that speaks on existing structures. In particular, Section 1103.7.5.1 Group R-1 is going to require existing structures to be up to code.

Fire Marshal Armstrong stated If approved tonight he will present this to El Dorado County for approval. Then at the November 19, 2022 Board meeting the District will bring the Resolution and Ordinance to the Board for final approval through a public hearing to adopt Ordinance 2022-01. After that, he will take the approved Ordinance 2022-01 to the El Dorado County Board of Supervisors for final approval. And lastly, it will be sent to the Building Standard Commission for ratification of the document. Fire Marshal Armstrong hopes to have this in place by January, 1 2023.

There was a discussion between Board and staff. There was no public comment.

It was moved by Director Fielding and seconded by Director Millslagle to introduce and waive the full reading of Resolution 2022-19 for the Finding of Fact or Modification to the State Building Standards Code and Ordinance 2022-01 Adopting the 2022 California Fire Code. The motion was passed unanimously by roll call vote.

E. **Introduce and waive the full reading of Ordinance 2022-02 regarding Meeks Bay Fire setting fees for cost recovery of Fire & Life Safety activities**

Fire Marshal Brent Armstrong presented this item. In 2008 the District adopted Ordinance 01-2008 Setting Fees for Cost Recovery of Fire & Life Safety Activities. The NTFPD Board of Directors adopted this ordinance to shift the financial burden from the general public for certain Fire & Life Safety Activities including, but not limited to, providing reports, pyrotechnics for movies or public display, State mandated inspections, new construction, etc.

Fire prevention activities are some of the most cost-effective activities the District is involved in. When fires and other life-threatening incidents can be prevented from occurring, there is a significant savings to the community for direct and indirect costs.

The fees are established in order to obtain cost recovery for those activities outlined within the Fire Code. Per the Health & Safety Code, they do not exceed our actual costs. District staff annually reviews these fees to ensure the amount charged is equal to the amount required to perform the work.

Ordinance 22-02 was introduced to the Board to add additional categories and adjust some of the amounts based on the time required to complete certain tasks. There will be a public hearing held at the November 19, 2022 Board meeting to read the full reading and adopt Ordinance 22-02 setting fees for cost recovery of Fire & Life Safety activities.

There was a discussion between Board and staff. There was no public comment.

It was moved by Director Fielding and seconded by Director Millslagle to introduce and waive the full reading of Ordinance 22-02 regarding setting fees for cost recovery of Fire and Life Safety activities. The motion was passed unanimously by roll call vote.

F. **Future Planning with North Tahoe Fire Protection District**

Chief Leighton updated the Directors regarding the process of the future planning with North Tahoe Fire and the LAFCO process. The District received a letter from Placer LAFCO informing us that they received our application, and one of the things that LAFCO needed to do was notify approximately 100 different agencies that we are going through with the process of annexation and consolidation of the Meeks Bay Fire Protection District into the North Tahoe Fire Protection District.

Chief Leighton had spoken to each Board member regarding the potential future Board makeup. One option is the have Placer County select five at-large Board members beginning July 1, 2023. The other option is to have seven Board members (two from the Meeks Bay Fire’s Board and the five from North Tahoe Fire’s Board) and run that out for 18 months, and then at the end of 2024, the Board will drop back down to five members (two from North Tahoe Fire, one from Meeks Bay Fire, and two newly elected members). Both Boards will need to sit down and have a conversation on what will be agreeable for everybody, and a Resolution will need to be adopted. Chief Leighton believes this needs to be done no later than the January 2023 Board meetings. This is important because if we do not let Placer County know what we want to do as a group, they will make the decision for us, which takes control out of the Board’s hands.

It costs about \$22,000 for the LAFCO process. The LAFCO Executive Officer has the authority to waive 50% of that fee, which she has done for us. The District received a letter from LAFCO informing us that we need to send a payment for the other 50% of the fee. We have already been assured that the 50% fee that we owe would be waived. Chief Leighton needs to formally craft and send a letter back to the LAFCO Commissioners asking for the fee to be waived per the agreement, so there will be no cost to the process.

There was a discussion between Board and staff. There was no public comment.

G. **Director Appointment Due to Insufficient Nominees for Election**

Chief Leighton spoke on this subject. The District did not receive sufficient nominees for the number of Director Seats currently available. Because it is during the election cycle the District is not required to post or publish the vacancy. The District received a letter from El Dorado County Registrar of Voters outlining the process for recommending to the Board of Supervisors one nominee for appointment. The Board choose not to nominate someone to fill the position, and does not want the Board of Supervisors to fill the position. The Board can request the Board of Supervisors leave the seat vacant due to future Board consolidation with North Tahoe Fire

There was a discussion between Board and staff. There was no public comment.

It was moved by Director Millslagle and seconded by Director Fielding to not nominate a person for the vacant Board position and to have the Board Clerk request the Board of Supervisors to leave the vacant position open due to future Board consolidation with North Tahoe Fire Protection District’s Board. The motion was passed unanimously by roll call vote.

H. **Next Board Meeting Dates**

- October 19, 2022 - regular Board meeting – Fire Chief will not be able to make this meeting
- November 8, 2022 - Election Day
- November 16, 2022- regular Board meeting

7. **Chief’s Report**

Chief Leighton updated the Board on activities since the last meeting. Items of particular interest included an update on the Mosquito Fire and an update from Operations Chief Alan Whisler.

- The Mosquito Fire is currently 76,775 acres, 85% contained, and it has a little over 1200 people still assigned to it. It was somewhat of a threat to our District, being about 20 miles away. The line in the sand where we were going to have to take action was if it reached the Hell Hole reservoir area, which is about 10 miles away from the Basin. We were having regular meetings with the Basin Chiefs and went down to Placerville and Roseville a couple of times. We wanted to make

sure we were visible and that our voices would be heard about our concerns in the event the fire got into the Basin.

- Chief Whisler updated the Board:
  - For the month of August, we ran 14 calls in the Meeks Bay area, which is down over 50 % compared to last year.
  - Regarding a few Board members' requests to receive pages from Grass Valley, Grass Valley had mentioned that there is a HIPPA concern and they do not let Board member from other departments receive pages. Chief Whisler spoke with Counsel and he agreed that it is a HIPPA concern,
  - We had a call in the Meeks Bay area for a person with a broken ankle. The crews did a great job with an automatic aid response with Cal Fire, and they were able to hike the person out instead of using H-20.

8. **Information Items**

The report from Sustainable Community Advocate and the letter from the Sierra State Park Foundation was included in the Board packet. There was no Board or public comment on the report or letter.

In the near future, Chief Leighton is going to invite Steve Teshara to a Board meeting and give him the opportunity to talk to the Board and give a presentation on what he does and answer any questions.

9. **Adjournment**

There being no further business to come before the Board, it was moved by Director Millslagle and seconded by Director Fielding to adjourn the meeting of the Board of Directors at 5:15 pm

Respectfully submitted,  
Melissa Daniels  
Clerk of the Board

**Staff Attendees:**

Fire Chief Leighton  
Division Chief Alan Whisler  
Director of Finance and Administration Kim Eason  
Fire Marshal Brent Armstrong  
BC Scott Sedgwick  
BC Naman Beatie  
PIO Erin Holland  
Captain Jamie Sheppard  
Administrative Assistant II Gordana Wood  
Clerk of the Board Melissa Daniels

**Additional Attendees:**

Ellie Beals  
Hillary Erickson- ISU Insurance Services-Atwood Agency  
Don Stever