

**KENTFIELD FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING**

MEETING TYPE: Regular

DATE: Wednesday, February 16, 2011

CALL TO ORDER: 6:30 p.m. by Chairman Murray. Chief Smith and Recording Secretary Abraham led the assembly in the Pledge of Allegiance.

ROLL CALL: All Directors were present. Also in attendance were Chief Smith, Accountant Hom, and Recording Secretary Abraham.

APPROVAL OF PRIOR MONTH'S MINUTES: M/S Naso/McLeran to approve the minutes of the previous month. All ayes.

PUBLIC COMMENT PERIOD: As there were no members of the public in attendance, no comments were received.

UNFINISHED BUSINESS:

1. Chief Smith read and presented a plaque to out-going Chairman Murray who in turn thanked all staff members for their help and patience during the transition to the newly remodeled fire station. He then turned the gavel over to in-coming Chairman McLeran. Chairman McLeran noted hoping that 2011 will be as successful as was 2010.
2. John Maher, Maher Accountancy, congratulated the Board on the completion of the newly remodeled fire station. In his opening comments, Mr. Maher complimented the Board on the fact that the first year Post Retirement Benefits are paid up through June 30, 2010. He and the Board reviewed the final year-end audit effective June 30, 2010 beginning with page 2 of the document. As there were no questions from the Board, it thanked Mr. Maher for his work on the audit. Accountant Hom highlighted page 28 of the audit effective June 30, 2010 to the Board as well.
3. There was no proposal available from AT&T regarding proposed upgrades to its equipment. Additionally, Chief Smith noted that he has not seen any communication come through the County Planning Department.

NEW BUSINESS:

Chief Smith introduced Engineer, Mark Pomi, to review the proposed IRS Code Section 125 information to the Board. Resolution No. 01-2011 will adopt Section 125 "Premium Only Plan" allowing for pre-taxed medical benefit coverage. There will be no financial cost to the Fire District, and the plan will be run through the current payroll system. M/S Gerbsman/Murray to approve Resolution No. 01-2011. All ayes. Gerbsman/aye, Naso/aye, Corbet/aye, Murray/aye, McLeran/aye.

CORRESPONDENCE: LAFCO ballot results were reviewed.

DISTRICT OPERATIONS: The Incident Log and Overtime Report were reviewed.

DIRECTOR'S REPORT:

1. Engineer Pomi and Director Naso noted the following: Per Engineer Pomi, Allied Heating/Sheet Metal moved the ducting from the back dorm (#216) to the hallway two weeks ago and he reports great results. There are no adverse symptoms of previous problems. He thanked the Board for following through with the necessary repairs and dealing patiently with the previous problems. In turn, Chairman McLeran thanked staff for its patience and diligence managing the problem as well.

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Director Naso reported that the newly repaired siding (deck area) has shown no leaks during the last rain storm. He noted the stairwell steps have been re-sealed; however, it is apparent that they will need an additional coat of sealer. With the siding and dorm problems taken care of, Chief Smith noted that he is still working on a few repair items.

Director Naso asked about the placement of the light fixtures in the Meeting Room. Chief Smith noted that the original plans for the landing had been revamped and the electrical design was never changed accordingly. He noted that he did not feel it was a concern.

2. Director Gerbsman reported having spoken to Supervisor Hal Brown who seems to be in stable condition. He would appreciate hearing from us.

CHIEF'S REPORT:

1. Chief Smith noted that although the solar equipment will never cover 100% of the station's electric usage cost, it has significantly cut the electrical power costs since moving back into the building, as evidenced by the graph he passed out to the Board. Current evidence shows a \$1K/month savings. Final figures won't be available until we have passed through an entire winter and summer season. All agree that it is too early to know if the system will pay for itself within the predicted time frame of 13 years. There is some indication that the system may pay for itself sooner than expected.

2. Chief Smith explained the Public Records Act Request by the Bay Area News Group (BANG). Accountant Hom noted that the information to be contained in the report will be more invasive than the information previously sent to the State Controller's Office. Chief Smith has reviewed the request with Marin County Counsel. He requested/obtained the Board's approval to finalize the response to BANG by Friday. Director Gerbsman recommended sending a hard copy of the report by certified/return receipt requested mail through the USPS.

3. Chief Smith informed the Board of a revision in the Marin County Planning Department. It will no longer do plan checks and testing on residential sprinkler systems effective January 1, 2011. All fire agencies will now be tasked with providing their own personnel to conduct the testing and inspections for each project in their jurisdictions. This will, of course, increase the work load for Chief Smith and B/C Galli. Therefore, Chief Smith asked the Board for its approval to draw up an ordinance relative to the cost required of KFPD staff to work on these plan checks/ sprinkler tests. Chief Smith noted that in 2008 we processed approximately 15 plan design reviews and approximately 85 in 2010. Prior to the recession, we would normally see about three to four per week. Now there are solar and energy rebates enticing more remodels.

Chief Smith noted that it is the hope that all agencies will mirror the others fee schedules for these plan checks/sprinkler tests. For a major remodel, the process may take two to three hours, whereas a solar installation may take approximately one hour. Chief Smith also wants these services to possibly be shared.

Marin County Counsel will work on an ordinance and the publication of same with a hearing to follow. He hopes to have the proposed ordinance and fee schedule ready for Board review by March 2011 and adopted by April 2011.

Director Murray agrees it will be a good idea to mirror other participating agencies in a fee schedule. Chairman McLeran asked about the billing process. It was noted by Chief Smith that the applicant would drop off a check when turning in his/her plans to the KFPD.

4. Chief Smith reported on the recent receipt of three applications for a Zita Scholarship. Two volunteers are currently scheduled for the next graduation from the Fire Academy at SRJC.

OTHER: None

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APPROVAL OF WARRANTS: M/S Murray/Corbet to approve Warrants No. 3635 to and including No. 3707 in the amount of \$311,848.64. All ayes.

The next regular meeting will be held on Wednesday, March 16, 2011 at 6:30 p.m.

A moment of silence was held for departed members.

M/S Gerbsman/Naso to adjourn this meeting at 7:25 p.m. All ayes.

Respectfully submitted,

Carol Abraham
Recording Secretary

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