

## **PINE LAKE FIRE DISTRICT**

[www.pinelakefire.org](http://www.pinelakefire.org)

**01-20-2021**

### **MINUTES**

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE: 6:00 P.M.**

**ROLL CALL OF BOARD MEMBERS:** Chairman Paul Mackesey, Clerk of Board Dave Bellini, Nancy Speer and John Sticka present and Pete Stronge via phone. Quorum present.

#### **MINUTES, FINANCIAL REPORTS PROVIDED TO THE BOARD ON JANUARY 15, 2021**

##### **APPROVAL OF MINUTES**

Motion to approve minutes from 12-16-2020 meeting made by Dave Bellini, 2<sup>nd</sup> by John Sticka. The Board voted unanimously to approve the minutes as presented.

##### **PLFD FINANCIAL AND OPERATIONS REPORTS**

Chairman Mackesey mentioned that Vehicle Fuel was over 100% of the budget amount – he wondered if this should be put in the Contingency Fund – discussion was held and it was decided to keep it in the same category so the budget can be adjusted next year. Dave Bellini asked if the Capital Improvement Fund would be used – Chief Shaffer explained that he is looking into replacing an Engine Truck and it would be used for that. Motion to approve the December 2020 financial report was made by John Sticka, 2<sup>nd</sup> by Nancy Speer. The Board voted unanimously to approve the financial reports as presented.

##### **PLFD FIRE CHIEF'S REPORT**

###### **a. Update on district calls.**

4 calls – One on X-mas when a new resident dumped coals and started a brush fire. One accident when a resident hit an elk – the resident was fine but the elk had to be put down. One medical call and one public assist call.

###### **b. Burn pile Rx Burn**

Due to the recent rain/snow BLM will be burning the burn pile along with other piles in the Park.

###### **c. Statutory Training – cancelled/reschedule in progress**

The statutory training was cancelled and will be rescheduled locally – time and date have yet to be determined. John Sticka asked if it was still available on line and Chief Shaffer said it was thru the Fire District Association.

##### **CALL TO THE PUBLIC**

None

##### **OLD BUSINESS**

###### **a. Record Keeping – who keeps what and where and who is responsible for mandated record keeping**

Chairman Mackesey wondered who keeps track of this. Chief Shaffer said that there are at Least 15 years of records stored at Station 61. Chairman Mackesey gave Chief Shaffer a list of guidelines on how long it is necessary to keep certain records and Chief Shaffer will handle this.

## **NEW BUSINESS**

### **a. Check # 2804 to Innes Associates, Ltd for Audit**

Chairman Mackesey said he put this on the Agenda but has since discovered that it was done correctly and is to be made from the PLFD account. John Sticka asked that the Pension and Relief Board be advised that this was paid.

### **b. Water tank at the end of Knob Hill Road**

Chief Shaffer indicated that he has written authorization from the property owner to put a water tank on the old helicopter pad. He is, however, waiting for a letter from the resident who was donating the tank indicating that the tank was donated to the Fire District for Fire District use only.

John Sticka talked about moving the wind pole and putting the tank on one side or the other leaving room if a helicopter need to land in case of an emergency. Chief Shaffer discussed a proposal he is working on making another helicopter pad by the Park that would be large enough to land a large helicopter – he would like to have this done by mid April.

It was also discussed about a tank at the end of Knob Hill on the Fire District land.

### **c. New hand held radios – discuss and possible approval**

Chief Shaffer stated that the current radios are being phased out and are unable to be serviced. He has a quote of \$ 4,651.47 to purchase new radios to replace the current radios and pagers. Discussion was held. John Sticka asked that the Chief get at least one more quote and Chairman Mackesey requested that the quotes be written up so they can compare them. John Sticka asked that this be tabled to February.

### **d. Budget schedule**

Chairman Mackesey put this on the agenda so everyone can start thinking about the budget and he would like to see the Board approve the Budget in the May regular meeting. Chief Shaffer indicated that it may be done by March but he needs to wait for the County Report first. John Sticka asked to have a Preliminary budget presented at the March meeting.

## **CORRESPONDENCE**

None

## **BOARD MEMBER COMMENTS**

Chairman Mackesey brought up the Envelope of Life and/or DNR that were previously given to all residents for listing medications and DNR that were filled out and put in residents freezers – he asked if this could continue to be done as it has not been done for quite a few years. Chief Shaffer will look into it.

## **ADJOURNMENT**

Motion was made by John Sticka to adjourn the meeting, 2<sup>nd</sup> by Dave Bellini. The Board approved unanimously. Meeting adjourned at 6:40 PM

**CLERK OF THE BOARD** \_\_\_\_\_