



Beckwourth Peak Fire Protection District
Minutes
Regular Meeting
April 03, 2024 05:00 PM
180 Main St, Beckwourth, CA 96129

1. Call to Order

The meeting was called to order at 5:00 pm by President Richard McLaughlin.

A. Pledge of Allegiance

Led by President Richard McLaughlin

B. Roll Call

Present: President Richard McLaughlin, Vice-President Daniel Smith, Director Cary Curtis, Director Melissa Klundby, Director Larry Smith

2. Public Comments

Bruce Lackenbauer thanked the Board members for the work they were doing to start up the new district.

3. Consent Agenda

A. Approval of Minutes from March 6th, 2024, regular meeting.

Director Cary Curtis motioned to approve. A second was made by Director Melissa Klundby.

The motion passed with the following vote:

5 **In Favor** **Opposed**
 Abstained **Absent**

4. Legal Counsel Selection

Approve the appointment of Josh Nelson of Best, Best & Krigler as Legal Counsel for the Beckwourth Peak Fire Protection District and accept the proposal submitted for immediate appointment.

Director Cary Curtis motioned to approve. A second was made by Director Larry Smith.

The roll call vote:

Aye **President Richard McLaughlin** Aye **Vice-President Daniel Smith**
Aye **Director Cary Curtis** Aye **Director Melissa Klundby** Aye **Director Larry Smith**

5. Appointment Of Board Clerk

President McLaughlin explained the he was recommending appointing Heather Grant to the Board Clerk Position.

Director Melissa Klundby motioned to approve. A second was made by Director Cary Curtis.

The roll call vote:

Aye **President Richard McLaughlin** Aye **Vice-President Daniel Smith**
Aye **Director Cary Curtis** Aye **Director Melissa Klundby** Abstained **Director Larry Smith**

6. Chief Officer Update

Daniel Smith reported that the interview committee, consisting of Rich McLaughlin, Daniel Smith, Kenny Osburn, Heather Grant and Leslie Chrysler, would be conducting the first round of interviews with 10 candidates on April 11 and 12.

7. Preliminary Budget Review

Daniel Smith reviewed the draft budget for FY 24/25. He explained the timing of revenues from taxes, discussed expenditure and insurance bids. He noted that the County would soon be sending the Sierra Valley FD funds that they were holding to the new district and reported that the election bill had been paid. He outlined the process necessary to have the budget approved by July 1, 2024.

8. Website Update

A. ca.gov domain update

Cary Curtis reviewed the efforts to acquire additional bids for the website service. She reported that she had been able to negotiate the cost of services with Streamline and had a current bid of \$140/month. She noted that Streamline was the most recommended company for California special districts. She also noted that the bpfpd.ca.gov domain had been approved by the State.

The motion to approve a contract with Streamline was considered.

President Richard McLaughlin motioned to approve. A second was made by Vice-President Daniel Smith.

The roll call vote:

Aye **President Richard McLaughlin** Aye **Vice-President Daniel Smith**
Aye **Director Cary Curtis** Aye **Director Melissa Klundby** Aye **Director Larry Smith**

9. Committee Progress Update

A. Finance Committee

Rich McLaughlin reported on the budget, bookkeeping services, payment of Sierra Valley expenses prior to July 1, policies that would be needed by July 1 and the need to consider an ordinance for the special tax.

B. Operations Committee

Larry Smith updated the board on the asset transfer process.

C. Admin Committee

Cary Curtis reported on the tasks completed and the policy review.

D. Personnel Committee

No report

E. Annexation Committee

Cary Curtis reported on meeting with EPRFPD and the next steps necessary to move forward.

10. **Committee Charters**

Approve the Finance Committee Charter as presented.

Director Cary Curtis motioned to approve. A second was made by Director Melissa Klundby.

The motion passed with the following vote:

 5 **In Favor** **Opposed**
 Abstained **Absent**

11. **District Logo**

Approved the district logo presented at the meeting.

President Richard McLaughlin motioned to approve. A second was made by Director Cary Curtis.

The motion passed with the following vote:

 5 **In Favor** **Opposed**
 Abstained **Absent**

12. **Eastern Plumas Rural FPD**

The Board discussed issue and timelines for moving forward with the EPRFPD annexation process. It was the consensus of the Board that there are still too many unanswered questions to move forward with action at this time.

13. **Authorize Chief Osburn To Act On Behalf of Beckwourth Peak FPD**

To negotiate the contract with Eastern Plumas Health Cared for medical response.

President Richard McLaughlin motioned to approve. A second was made by Director Cary Curtis.

The motion passed with the following vote:

 5 **In Favor** **Opposed**
 Abstained **Absent**

14. Board/ Staff Communications.

Rich McLaughlin reported on the services of a grant writer for a FEMA Safer Grant.

Cary Curtis noted that the Bucks Lake Fire Department was handling an embezzlement issue and reminded everyone of the importance of segregation of duties.

Leslie Chrysler reported that construction of the display building for the City's antique fire truck had started and was scheduled to be complete by July 1.

15. Future Agenda Items

16. Next Board meeting to be held May 1st, 2024

Rich McLaughlin noted that he would not be able to attend the May 1, 2024 meeting and suggested the meeting be rescheduled for May 8, 2024. It was suggested that the board should keep the May 1 date open in case there were routine items that could be discussed and considered when Rich McLaughlin was absent.

17. Adjournment

The meeting was adjourned at 7:10pm