



CALAVERAS CONSOLIDATED FIRE PROTECTION DISTRICT
6501 Jenny Lind Road, Valley Springs, CA 95252
Telephone: (209) 786-2227
www.calcofire.org

Regular Meeting Agenda

Monday October 22, 2018 5:00 PM Closed Session, then regular meeting at 7 PM

- 1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**
- 2. MOMENT OF SILENCE:** To recognize and honor the efforts of the American Service Members and Public Safety Personnel.
- 3. ROLL CALL:** Board Members: Kim Olson, Pat Garrahan, Keith Hafley, Sam Harris, Ken Glissman, Chris Allen, Pat Brown, Marcus Omlin and Tim Runion

Staff: Fire Chief Rich Dickinson and Rose Beristianos
- 4. CLOSED SESSION DISCUSSION WITH LEGAL COUNSEL – ANTICIPATED LITIGATION -** Significant Exposure to litigation pursuant to Government Code Section 54956.9(d)(2).
- 5. PUBLIC COMMENT:** The public may address the Board on any item of interest that is not on the Agenda and is within the District's jurisdiction. For items that are on the agenda, public comment will be heard when the item is discussed. The Chairman reserves the right to limit each speaker to three (3) minutes per person and 15 minutes per topic. Ralph M Brown Act Gov. (Code, § 54954.3(b).) By law, the Boar of Directors cannot make decisions on matters not on the agenda. Ralph M Brown Act Gov. (Code, § 54954.2(a).)
- 6. CONSENT CALENDAR:** The Consent Calendar includes routine financial and administrative actions and is usually approved by a single majority vote. There will be no discussion on these items prior to voting on the motion unless Board Members, the public or staff request specific items be discussed and/or removed from the Consent Calendar.
 - A. Approval of Draft Minutes: September 24, 2018 Board Meeting
 - B. Approval of Transmittal dated 10/22/18
 - OH152564 \$15,999.44 Regular Bills

This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the Americans With Disabilities Act of 1990 (42 U.S.C. § 12132 and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the office reflected above, during regular business hours, at least forty-eight hours prior to the time of the meeting.

- OH152565 \$4,669.82 Calcard plus tax if needed

7. FINANCE BUSINESS

A. Supplemental Transmittals

8. FIRE CHIEF'S REPORT

9. COMMITTEE REPORTS

- A. Finance Committee
- B. Personnel Committee

10. CORRESPONDENCE:

11. UNFINISHED BUSINESS: Since this Old Business has been discussed in prior meetings, the Chairman reserves the right to limit each speaker to three (3) minutes per person per topic. Ralph M. Brown Act Gov. (Code, § 54954.3(b).)

12. NEW BUSINESS:

A. Discussion/Action – Clifton Larson Allen Fiscal Year 2016/17 Audit

13. BOARD OF DIRECTOR AND FIRE CHIEF COMMENTS

14. ADJOURNMENT:

Next meeting scheduled for November 26, 2018



CALAVERAS CONSOLIDATED FIRE PROTECTION DISTRICT
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Regular Meeting Draft Minutes
Monday September 24, 2018 7:00 PM

- 1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**
- 2. MOMENT OF SILENCE:** To recognize and honor the efforts of the American Service Members and Public Safety Personnel.
- 3. ROLL CALL:** Board Members Present: Kim Olson, Pat Garrahan, Keith Hafley, Sam Harris, Ken Glissman, Chris Allen, Pat Brown, Marcus Omlin and Tim Runion

Board Members Absent:

Staff: Fire Chief Rich Dickinson and Rose Beristianos
- 4. BADGE PINNING CEREMONY: Colton Young received his badge.**
- 5. PUBLIC COMMENT:** Gary Coldwell spoke about the July meeting and how he brought up the repetitive list assist and how it would be reported to APS. He would like to know if that person was addressed to APS.
- 6. CONSENT CALENDAR:** Item A Motion made by Pat Brown 2nd by Ken Glissman to approve VOTE 4 Yes 1 Abstain 4 Absent. Item B Motion made by Ken Glissman 2nd by Pat Brown VOTE 5 Yes 4 Absent
 - A. Approval of Draft Minutes: September 4, 2018 Special Board Meeting
 - B. Approval of Transmittal dated 9/24/18
 - OH152160 \$10,847.86 Regular Bills
 - OH152161 \$10,919.92 Calcard plus tax if needed
- 7. FINANCE BUSINESS**
 - A. Supplemental Transmittals - None
- 8. FIRE CHIEF'S REPORT – Chief gave his report.**

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9. COMMITTEE REPORTS - None

- A. Finance Committee
- B. Personnel Committee

10. CORRESPONDENCE: None

11. UNFINISHED BUSINESS: Motion made by Keith Hafley to purchase a new Ford Gas quantity of one with a cap of \$50,000 2nd by Ken Glissman VOTE 5 YES 4 ABSENT

- A. Discussion/Action – Vehicle Replacement Plan

12. NEW BUSINESS:

- A. Discussion/Action – Conflict of Interest Resolution 09242018A -**Motion by Keith Hafley to approve the resolution 2nd by Marcus Omlin VOTE 5 YES 4 ABSENT**
- B. Discussion/Action – Grant Writer for AFG Grant – Board Discussion
- C. Discussion/Action – Fire Recovery Resolution 09242018B -**Motion by Keith Hafley to accept the service agreement for fire recovery 2nd by Pat Brown VOTES 5 YES 4 ABSENT.**
- D. Discussion/Action – VFA Resolution 09242018C **Motion by Keith Hafley 2nd by Pat Brown VOTE 5 YES 4 ABSENT**
- E. Discussion/Action – 2018/19 Final Budget Attestation - **Motion by Keith Hafley to approve the final budget and move all the existing funds to 22040010 2nd by Ken Glissman VOTES 5 YES 4 ABSENT.**

13. BOARD OF DIRECTOR AND FIRE CHIEF COMMENTS

14. ADJOURNMENT:

Next meeting scheduled for October 22, 2018

**CALAVERAS CONSOLIDATED FIRE
PROTECTION DISTRICT**

Date: 10/22/2018

MAIL ALL CHECKS

Contact: ROSE BERISTIANOS
Cell Phone: 482-3754

22030010
PO BOX 579
VALLY SPRINGS CA 95252

Please initial any strikeovers/changes

INVOICE AMOUNT	PEID #	OBJECT NO.	INVOICE NO.	VENDOR NAME/ADDRESS	DESCRIPTION	Rd for RTRN dept
				OH152564		
				REGULAR BILLS		
\$ 15,999.44				Grand Total		

District agrees to retain original invoices for five years. Merchandise itemized above has been received or the services claimed have been performed and the expenditures are authorized and approved by

PATRICK GARRAHAN _____
 KIM OLSON _____
 KEN GLISSMAN _____
 KEITH HAFLEY _____
 SAM HARRIS _____
 PAT BROWN _____
 TIM RUNION _____
 MARCUS OMLIN _____
 CHRISTOPHER ALLEN _____

I hereby approved the above claim(s) and certify to the correctness of the computations.
 Rebecca Callen, Auditor-Controller

By: _____
 Deputy

CHIEF RICH DICKINSON

AP Entry Batch Proof

Batch ID: **OH152564**

Enter Date: 10/16/2018 Batch Status: BE User Total: 15,999.44

The undersigned, under penalty of perjury, states that the items on the attached claim are true and correct, that the amounts are properly due this claimant, and that no items have been previously paid. Furthermore, the articles or services specified in the attached claim were necessary, ordered for use by this department, and the articles or services have been delivered or performed as stated.

Authorized Signature: _____ Date: _____

Audited: _____
 Distributed: _____
 Paid: _____

User: BERISTIANOS,ROSE Batch Created By: BERISROS Date: 10/18/2018
 Report: Batch Proof (Auditor) Time: 21:03:24

Inv Amt	250.00	22030010 CALCO-FHJLJPA	5241 Office Expense	JL:	Separate Check:	Relate To:
Invoice Date:	09/04/2018	Invoice #: 91812	CALAVERAS CONSOLIDATED FIRE	Secondary Ref:	PO#:	
Vendor:	0041553	GEISZLER CPA, ANTIONET	1743 GRAND CANAL BLVD STE 10STOCKTON	CA 95207		
Division Code:	SPD2	Check Stock:	AP	Tax Code:	REFUND	FY RETURN
					<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Inv Amt	250.00	22030010 CALCO-FHJLJPA	5241 Office Expense	JL:	Separate Check:	Relate To:
Invoice Date:	10/01/2018	Invoice #: 91868	CALAVERAS CONSOLIDATED FIRE	Secondary Ref:	PO#:	
Vendor:	0041553	GEISZLER CPA, ANTIONET	1743 GRAND CANAL BLVD STE 10STOCKTON	CA 95207		
Division Code:	SPD2	Check Stock:	AP	Tax Code:	REFUND	FY RETURN
					<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Inv Amt	1,148.14	22030010 CALCO-FHJLJPA	5241 Office Expense	JL:	Separate Check:	Relate To:
Invoice Date:	09/28/2018	Invoice #: 2203092818	CUST# 1068745	Secondary Ref:	PO#:	
Vendor:	0041084	OREILLY AUTOMOTIVE STQ	PO BOX 9464	SPRINGFIELD	MO 65801-9464	
Division Code:	SPD2	Check Stock:	AP	Tax Code:	REFUND	FY RETURN
					<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Inv Amt	803.88	22030010 CALCO-FHJLJPA	5241 Office Expense	JL:	Separate Check:	Relate To:
Invoice Date:	09/11/2018	Invoice #: 4655896	CUST ID# 329033	Secondary Ref:	PO#:	
Vendor:	W010644	TIREHUB LLC	29778 NETWORK PLACE	CHICAGO	IL 60673-1297	
Division Code:	SPD2	Check Stock:	AP	Tax Code:	REFUND	FY RETURN
					<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Inv Amt	556.18	22030010 CALCO-FHJLJPA	5241 Office Expense	JL:	Separate Check:	Relate To:
Invoice Date:	10/05/2018	Invoice #: 2203100518	CALCO # 1495565	Secondary Ref:	PO#:	
Vendor:	W010010	LOKEY, RICHARD	PO BOX 1157	ALTAVILLE	CA 95221	
Division Code:	SPD2	Check Stock:	AP	Tax Code:	REFUND	FY RETURN
					<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

AP Entry Batch Proof

Batch ID: **OH152564**

<i>Inv Amt</i> 13.66	22030010 CALCO-FHJLJPA	5241 Office Expense	JL:	Separate Check:	Relate To:
<i>Invoice Date:</i> 09/19/2018	<i>Invoice #:</i> 95684	ACCT# 17823	<i>Secondary Ref:</i>	<i>PO#:</i>	
<i>Vendor:</i> 0041428 VAN UNEN/MIERSMA PROPA	PO BOX 96	RIPON CA 95366		REFUND	FY RETURN
Division Code: SPD2	Check Stock: AP	Tax Code:		<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
<i>Inv Amt</i> 688.76	22030010 CALCO-FHJLJPA	5241 Office Expense	JL:	Separate Check:	Relate To:
<i>Invoice Date:</i> 10/02/2018	<i>Invoice #:</i> 916434	ACCT# 90197	<i>Secondary Ref:</i>	<i>PO#:</i>	
<i>Vendor:</i> 0038243 HUNT AND SONS INC	PO BOX 277670	SACRAMENTO CA 95827		REFUND	FY RETURN
Division Code: SPD2	Check Stock: AP	Tax Code:		<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
<i>Inv Amt</i> 351.12	22030010 CALCO-FHJLJPA	5241 Office Expense	JL:	Separate Check:	Relate To:
<i>Invoice Date:</i> 09/24/2018	<i>Invoice #:</i> 912475	ACCT# 90197	<i>Secondary Ref:</i>	<i>PO#:</i>	
<i>Vendor:</i> 0038243 HUNT AND SONS INC	PO BOX 277670	SACRAMENTO CA 95827		REFUND	FY RETURN
Division Code: SPD2	Check Stock: AP	Tax Code:		<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
<i>Inv Amt</i> 370.26	22030010 CALCO-FHJLJPA	5241 Office Expense	JL:	Separate Check:	Relate To:
<i>Invoice Date:</i> 10/08/2018	<i>Invoice #:</i> 921514	ACCT# 90197	<i>Secondary Ref:</i>	<i>PO#:</i>	
<i>Vendor:</i> 0038243 HUNT AND SONS INC	PO BOX 277670	SACRAMENTO CA 95827		REFUND	FY RETURN
Division Code: SPD2	Check Stock: AP	Tax Code:		<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
<i>Inv Amt</i> 900.00	22030010 CALCO-FHJLJPA	5241 Office Expense	JL:	Separate Check:	Relate To:
<i>Invoice Date:</i> 09/26/2018	<i>Invoice #:</i> 0101345875	CALAVERAS CONSOLIDATED FIRE	<i>Secondary Ref:</i>	<i>PO#:</i>	
<i>Vendor:</i> 0041677 PRAETORIAN GROUP INC	200 GREEN ST STE 200	SAN FRANCISCO CA 94111		REFUND	FY RETURN
Division Code: SPD2	Check Stock: AP	Tax Code:		<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<i>Inv Amt</i> 100.00	22030010 CALCO-FHJLJPA	5241 Office Expense	JL:	Separate Check:	Relate To:
<i>Invoice Date:</i> 07/01/2018	<i>Invoice #:</i> 14-2018	CAL. CONSOLIDATED S230/231	<i>Secondary Ref:</i>	<i>PO#:</i>	
<i>Vendor:</i> 0026476 MOTHER LODE TRAINING CO	PO BOX 353	ANGELS CAMP CA 95222		REFUND	FY RETURN
Division Code: SPD2	Check Stock: AP	Tax Code:		<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<i>Inv Amt</i> 4,600.00	22030010 CALCO-FHJLJPA	5241 Office Expense	JL:	Separate Check:	Relate To:
<i>Invoice Date:</i> 09/28/2018	<i>Invoice #:</i> 1918456	ACCT# 205-131588	<i>Secondary Ref:</i>	<i>PO#:</i>	
<i>Vendor:</i> W010143 CLIFTONLARSONALLEN	220 S 6TH STREET STE 300	MINEAPOLIS MN 55402		REFUND	FY RETURN
Division Code: SPD2	Check Stock: AP	Tax Code:		<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

AP Entry Batch Proof

Batch ID: **OH152564**

<i>Inv Amt</i> 399.61	22030010 CALCO-FHJLJPA	5241 Office Expense	JL:	Separate Check:	Relate To:
<i>Invoice Date:</i> 10/03/2018	<i>Invoice #:</i> CI013619	ACCT# PIE-0019 CALAVERAS CONS	<i>Secondary Ref:</i>	<i>PO#:</i>	
<i>Vendor:</i> W007765 GOLDEN STATE	7400 REESE ROAD	SACRAMENTO CA 95828		REFUND	FY RETURN
Division Code: SPD2	Check Stock: AP	Tax Code:		<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
<i>Inv Amt</i> 481.16	22030010 CALCO-FHJLJPA	5241 Office Expense	JL:	Separate Check:	Relate To:
<i>Invoice Date:</i> 10/05/2018	<i>Invoice #:</i> 76331	INV# 76331	<i>Secondary Ref:</i>	<i>PO#:</i>	
<i>Vendor:</i> 0025112 SCOTTS DISTRIBUTING	PO BOX 481	ANGELS CAMP CA 95222		REFUND	FY RETURN
Division Code: SPD2	Check Stock: AP	Tax Code:		<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
<i>Inv Amt</i> 215.35	22030010 CALCO-FHJLJPA	5241 Office Expense	JL:	Separate Check:	Relate To:
<i>Invoice Date:</i> 10/08/2018	<i>Invoice #:</i> 76334	CALAVERAS CONSOLIDATED	<i>Secondary Ref:</i>	<i>PO#:</i>	
<i>Vendor:</i> 0025112 SCOTTS DISTRIBUTING	PO BOX 481	ANGELS CAMP CA 95222		REFUND	FY RETURN
Division Code: SPD2	Check Stock: AP	Tax Code:		<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
<i>Inv Amt</i> 1,000.00	22030010 CALCO-FHJLJPA	5241 Office Expense	JL:	Separate Check:	Relate To:
<i>Invoice Date:</i> 09/30/2018	<i>Invoice #:</i> 2203093018	SEPT 2018	<i>Secondary Ref:</i>	<i>PO#:</i>	
<i>Vendor:</i> 0041402 BERISTIANOS, ROSEMARIE	3573 BERKESEY LANE	VALLEY SPRINGS CA 95252		REFUND	FY RETURN
Division Code: SPD2	Check Stock: AP	Tax Code:		<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<i>Inv Amt</i> 1,377.00	22030010 CALCO-FHJLJPA	5241 Office Expense	JL:	Separate Check:	Relate To:
<i>Invoice Date:</i> 10/01/2018	<i>Invoice #:</i> 50926	MBR# 50926	<i>Secondary Ref:</i>	<i>PO#:</i>	
<i>Vendor:</i> 0028682 CA SPECIAL DISTRICTS A	1112 I ST STE 200	SACRAMENTO CA 95814		REFUND	FY RETURN
Division Code: SPD2	Check Stock: AP	Tax Code:		<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
<i>Inv Amt</i> 2,400.00	22030010 CALCO-FHJLJPA	5241 Office Expense	JL:	Separate Check:	Relate To:
<i>Invoice Date:</i> 09/30/2018	<i>Invoice #:</i> 106803	CALAVERAS CONSOLIDATED FIRE	<i>Secondary Ref:</i>	<i>PO#:</i>	
<i>Vendor:</i> 0041566 RAINS LUCIA STERN PC	2300 CONTRA COSTA BLVD STE 500	PLEASANT HILL CA 94523		REFUND	FY RETURN
Division Code: SPD2	Check Stock: AP	Tax Code:		<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
<i>Inv Amt</i> 94.32	22030010 CALCO-FHJLJPA	5241 Office Expense	JL:	Separate Check:	Relate To:
<i>Invoice Date:</i> 09/30/2018	<i>Invoice #:</i> 2203093018	ACCT# 3578	<i>Secondary Ref:</i>	<i>PO#:</i>	
<i>Vendor:</i> 0002183 SENDERS MARKET INC	PO BOX 197	MOUNTAIN RANCH CA 95246		REFUND	FY RETURN
Division Code: SPD2	Check Stock: AP	Tax Code:		<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
System Messages:				Total	15,999.44

**CALAVERAS CONSOLIDATED FIRE
PROTECTION DISTRICT**

Date: 10/22/2018

MAIL ALL CHECKS

Contact: ROSE BERISTIANOS
Cell Phone: 482-3754

22030010
PO BOX 579
VALLY SPRINGS CA 95252

Please initial any strikeovers/changes

INVOICE AMOUNT	PEID #	OBJECT NO.	INVOICE NO.	VENDOR NAME/ADDRESS	DESCRIPTION	Rd for RTRN dept
				BATCH OH152565		
				CAL CARD		
\$ 4,669.82 PLUS TAX IF NEEDED						

District agrees to retain original invoices for five years. Merchandise itemized above has been received or the services claimed have been performed and the expenditures are authorized and approved by

PATRICK GARRAHAN
KIM OLSON
KEN GLISSMAN
KEITH HAFLEY
SAM HARRIS
PAT BROWN
TIM RUNION
MARCUS OMLIN
CHRISTOPHER ALLEN

I hereby approved the above claim(s) and certify to the correctness of the computations.
Rebecca Callen, Auditor-Controller

By: _____
Deputy

CHIEF RICH DICKINSON

AP Entry Batch Proof

Batch ID: **OH152565**

Enter Date: Batch Status: BE User Total: 4,669.82

The undersigned, under penalty of perjury, states that the items on the attached claim are true and correct, that the amounts are properly due this claimant, and that no items have been previously paid. Furthermore, the articles or services specified in the attached claim were necessary, ordered for use by this department, and the articles or services have been delivered or performed as stated.

Authorized Signature: _____ Date: _____

Audited: _____
Distributed: _____
Paid: _____

User: BERISTIANOS,ROSE Batch Created By: BERISROS Date: 10/18/2018
Report: Batch Proof (Auditor) Time: 21:03:24

Inv Amt	4,669.82	22030010 CALCO-FHJLJPA	5241 Office Expense	JL:	Separate Check:	Relate To:
Invoice Date:	<input type="text" value="10/15/2018"/>	Invoice #: 2203101518	CALCO # 5566 1531	Secondary Ref:	PO#:	
Vendor:	0037446	US BANK CORP PAYMENT \$	PO BOX 790428	SAINT LOUIS	MO	63179-0428
Division Code:	SPD2	Check Stock:	AP	Tax Code:		
					REFUND	FY
					<input type="text"/>	<input type="text"/>
						RETURN
						<input type="text" value="RD"/>

System Messages: Total **4,669.82**

Cal Card Summary
Object
Code

PEID

37446

Receipt

CARD#	Date	Obj Code	Amount	Total	Person	Y or N	Description
5058	10/2/18		126.96		OLSON	YES	VONAGE
9606	10/4/18		18.77		BUTLER	YES	DOLLAR GENE
2728	10/1/18		363.22		GAMMA	NO	BLUE SHIELD
2728	10/4/18		221.25		GAMMA	YES	WPSG
2728	10/10/18		79.99		GAMMA	YES	FIRE RECRUIT
2132	9/21/18		145.31		DICKINSON	YES	ATT
2132	9/21/18		147.51		DICKINSON	YES	ATT
2132	9/21/18		85.00		DICKINSON	YES	ATT
2132	9/24/18		120.62		DICKINSON	YES	STAPLES
2132	9/28/18		56.32		DICKINSON	YES	AMAZON
2132	10/8/18		5.29		DICKINSON	YES	USPS
7685	9/18/18		116.24		RUOFF	YES	CISCO AIR
7685	9/19/18		805.29		RUOFF	YES	BLUE SHIELD
7685	9/27/18		33.30		RUOFF	YES	1000 BLUBS
9787	9/26/18		32.73		GALLIAZZO	YES	MARVAL
9787	10/4/18		719.97		GALLIAZZO	YES	WPSG
9787	10/4/18		444.85		GALLIAZZO	YES	C&C DESIGN
9787	10/8/18		1,147.20		GALLIAZZO	YES	RIVER FIRE EQ
			4,669.82				