

**Knights Landing Fire Protection District**  
**P.O. Box 578**  
**Knights Landing, CA 95645**  
**MINUTES – September 14, 2020**

The Board of Commissioners of the Knights Landing Fire Protection District met in a regular session on September 14, 2020 at the Knights Landing Fire Station. The meeting was called to order at 5:42 P.M.

Commissioners present: Raymond Bivert, Timothy Frank, and Willie Morales. .

Absent: Tony Bryson

Vacant: One

Also present: Martin Jones, Chief and Sheryl Hardy-Salgado, Clerk.

Introductions and Public Comment: Dan Gamez, resident of Knights Landing

Correspondence and Informational Items: Golden State Risk Management Authority's Annual Report is due.

County Notice of Availability on the Proposed Cannabis Land Use Ordinance- notice received after the deadline of response of September 10, 2020.

Chief's Report:

- Informational items and reports: Chief Martin reported Yolo County has the permit to burn from Yolo Solano Air Quality District. Will schedule the burn once he receives a clearance notice. Yocha De He is applying for their permit
- Weed Abatement Update: Chief stated all weed abatement work was completed at a cost of \$2187.50.
- Building Permit Status – Chief informed Commissioners present a developer is looking to develop a subdivision of 40 homes in the community. Discussed the current Development Impact Fees for new homes. He has also been contacted by a property owner of a single residence. He has not received the Development Impact Fee from the County for the Boat Launch.
- Equipment Report – Chief reported Grass 9 still in the garage. The necessary part was back ordered and is currently in transit.
- Personnel Report – Chief Jones stated he received interest from two prospective candidates.
- Training- Chief reported two trainings scheduled for September.

Approval of August 10, 2020 Regular Meeting Minutes:

Motion made to approve the August 10, 2020 regular meeting minutes.

Motion: Bivert

Second: Morales

Motion: unanimously carried

Financial Business: Review and approve bills, receive checks for deposit, transfer funds, consider purchases, review financial reports including budget. Budget Report was reviewed by line item. Clerk reported the County has not completed 2019-20 Year End.

Motion made to approve payment invoices as presented in the amount of \$3370.21

Motion: Bivert

Second: Morales

Motion: unanimously carried

Weed Abatement and Possible Action: Weed Abatement completed.

Post Office Box and Possible Action: Commissioner Morales reported the Post Office Box is listed under Knights Landing Fire Protection District. Discussion held-no action taken.

Direct Charges Review and Possible Action: Chief Martin reported he discussed with Manuel Tafoya the possibility of having Manuel reviewing the direct charges for fiscal year 2020-21. Manuel is interested the estimated cost is \$500.00. Discussion held.

Motion made to have Manuel Tafoya to review and audit the direct charges for the district at a cost of \$500.00.

Motion: Morales

Second: Bivert

Motion: unanimously carried

Old Business:

- Vacant Commissioner Seat: Dan Gamez is interested in becoming a Commissioner.
- Website Update: No Update.
- Injury Illness Prevention Plan Policy Review and Possible Action: Chief Jones reviewed and had suggestions on the draft policy. No action taken at this time.
- Compliance Program Update and Possible Action:
  - Station House Storage: No Update
  - Outside Storage: Commissioner Frank is still working with Allied Storage, experiencing difficulty in scheduling due to COVID.
- Emergency Reporting System Update: Chief Jones reported progress continues. They have begun to utilize another equipment tracking feature of the software.
- Fuel Card Update and Possible Action: No Update
- Review Fit Test Machine and Possible Action: Chief Martin stated the district is having difficulty getting someone to come out and calibrate the machine due to COVID.

New Business:

- Purchase New Equipment and Possible Action: Chief Jones provided information on the purchase of a Type 6 truck from Cascade, estimated cost of \$165,000.00 plus tax. Discussion on the type of equipment needed and the cost to put the truck into service. Chief will make a list of equipment and obtain estimated costs.

Adjournment and set schedule for next meeting: The next regular meeting is scheduled on October 6, 2020 at 5:30 P.M. The meeting was adjourned at 7:20 P.M.

Motion: Morales

Second: Bivert

Motion unanimously carried

Respectfully submitted,

  
Sheryl Salgado, Clerk