

**Knights Landing Fire Protection District**  
**P.O. Box 578**  
**Knights Landing, CA 95645**  
**MINUTES – July 13, 2020**

The Board of Commissioners of the Knights Landing Fire Protection District met in a regular session on July 13, 2020 at the Knights Landing Fire Station. The meeting was called to order at 5:32 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: Discussion on a review of the district's Benefit Assessment Charges. Commissioner Morales obtained a quote from Woodland Pest Control at bi-monthly charge of \$90.00.

Closed Session: No Closed Session held

Chief's Report:

- Informational items and reports: Chief Martin reported fireworks booth sales were successful, completely sold out. COVID testing at the Community Center today.
- Weed Abatement Update: Chief provided an update on the progress and the property owners that have not responded.  
Building Permit Status – No new permits. Discussion held on the County's project, updating and installing a new boat launch. Consensus of the Commissioners was all land- owners to be treated equitably.
- Equipment Report – Chief reported received the Command Vehicle from Esparto Fire at no cost. The vehicle was registered in Knights Landing Fire Protection Districts name and there was a cost of \$1000 to put the vehicle in service. Also, Grass Rig 9 continues to have multiple issues. Discussion to hold an Equipment Replacement Plan workshop. Tentatively scheduled for Tuesday, August 4, 2020 at 6:00 PM.
- Personnel Report –
- Training- Chief reported on training schedule. July 18<sup>th</sup> Fire Shelter and Live Burning. August 5<sup>th</sup> Ladders and Ventilation. Chief reported on training schedule. July 18<sup>th</sup> Fire Shelter and Live Burning. August 5<sup>th</sup> Ladders and Ventilation. Yocha de he contacted the Chief to burn off land in the district, possibility of utilizing the process as a training exercise.

Approval of June 8, 2020 Regular Meeting Minutes:

The June 8, 2020 regular meeting minutes were read and approved.

Motion: Morales

Second: Bivert

Motion: carried

Approval of June 29 2020 Special Meeting Minutes:

The June 29, 2020 special meeting minutes were read and approved.

Motion: Morales

Second: Bivert

Motion: carried

Biennial Notice Review –Noticed not received by County

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.

Motion made to approve payment June and July invoices as presented in the amount of June \$6,405.33 and July \$15,897.51

Motion: Bivert

Second: Morales

Motion: carried

Consider Resolution Requesting Collection of Charges on the County Secured Property tax roll and Possible Action: Discussion held

Motion made to adopt Resolution 2020-04

Motion: Morales

Second: Bivert

Motion: carried.

Old Business:

- Vacant Commissioner Seat: Vacant
- Website Update: Stephanie Frank reported that the Budget and Policies are needed to be posted on the website.
- Review Adobe Professional Software Purchase and Possible Action. Sheryl Salgado, Clerk reported the estimated cost of Adobe Software is \$250.00.

Motion made to purchase software.

Motion: Bivert.

Second: Bivert

Motion: carried.

- Policy Review and Possible Action: Commissioner Frank presented a draft Injury Illness Prevention Plan (IIPP) for review. Discussion held. Tabled until next meeting.
- Compliance Program Ongoing Progress:
  - Station House Storage: No update
  - Outside Storage: Commissioner Frank reported obtained the railroad timbers on which the connex boxes will be housed on. He also reported the cost of the connex boxes have went up in price to an estimate cost of \$7600 each. Discussion held. Motion made to purchase two connex boxes not to exceed a cost of \$7800 each.

Motion: Morales

Second: Bivert

Motion: carried.

- Emergency Reporting System Update: Chief Jones reported good progress was made almost backlog almost completed.
- Fuel Card Update and Possible Action: No Update
- Review Fit Test Machine and Possible Action: No Update.

New Business:

- Purchase New Equipment and Possible Action: No Update

Adjournment and set schedule for next meeting: The meeting was adjourned at 6:58 P.M. The next regular meeting will be on August 10, 2020 at 5:30 P.M.

Motion: Bivert

Second: Morales

Motion carried.

Respectfully submitted,

  
Sheryl Salgado, Clerk