



Weaverville Fire District

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MINUTES

WEAVERVILLE FIRE PROTECTION DISTRICT

Regular Meeting – June 4, 2024

- I. **CALL TO ORDER:** The Regular Meeting of the Weaverville Fire Protection District was called to order by Board Vice-Chairman Larry Helsley at 1002 hours. Commissioners present: Rick Wetzel and Nate Trujillo. Commissioners absent: Bill Fischer and Todd Watkins. Others present: Hazard Reduction Coordinator Chris Prindiville, Fire Chief Todd Corbett, and Admin Officer Serena Brown.

- II. **CONSENT AGENDA:** All matters listed under the Consent Agenda are considered routine by the board and will be enacted by one vote. If discussion is desired, that item will be removed from the consent Agenda and will be considered separately.
 - a. Approve Regular Meeting Minutes May 2024
 - b. Approve Financial statements including Warrant List/Check List and Journal Entries/EFTs
MSC Wetzel/Trujillo to approve the consent agenda as presented.

- III. **ACTION ITEMS**
 - a. **Discuss/Approve: Resolution 24-2, A Resolution of the Weaverville Fire Protection District ORDERING BOARD OF DIRECTORS ELECTION; CONSOLIDATION OF ELECTION; AND SPECIFICATION OF ELECTION ORDER** – Admin Officer Brown reported that we have three Directors whose terms expire in December of this year. This resolution asks the County of Trinity to include our election on the November ballot. This is a typical resolution and one that we pass each election cycle.
MSC Trujillo/Wetzel to approve Resolution 24-2, A Resolution of the Weaverville Fire Protection District ORDERING BOARD OF DIRECTORS ELECTION; CONSOLIDATION OF ELECTION; AND SPECIFICATION OF ELECTION ORDER
Aye: 3, No: 0, Absent: 2, Abstain: 0
 - b. **Discuss/Approve – Jerrel Tucker, JWT & Associates, LLP to perform an annual audit of fiscal years 2021/2022 and 2022/2023** – Admin Office Brown reported that she has been in contact with this firm. They only do audits and work with Special District and non-profits. They do both the Mountain Community Health District and TLS CSD audits. They seem to be very fast and efficient. We've been quoted \$8,000 a year for each year we are behind. This is only \$500 more than we budgeted the previous years. There was a short discussion about our previous CPA and his lack of cooperation.
MSC Wezel/Trujillo to approve the contract with Jerrel Tucker, JWT & Associates to complete our 21/22 and 22/23 audits, for Admin Officer Serena Brown to sign the letter of engagement, and contact Don Renyolds, CPA to advise him we are no longer in need of his services.

- IV. **DEPARTMENT AND BUSINESS REPORTS**
 - a. **Hazardous Reduction Progress Report:** Chris Prendeville reported that:
 - i. We currently have 25 properties on our work list with assessments completed and a few more that need assessment.
 - ii. He attended multiple meetings this past month including an RCD Firewise meeting, and a Fire Safe Day at Ruch Creek Estates

- iii. We have 5 Hazard Crew members starting Monday June 17 all with experience working on our crews in the past
- iv. He has plans to go to the Farmer's Market this Wednesday to advertise our program and wildfire prevention education
- b. Fire Chief: Chief Corbett reported that:
 - i. He completed all the paperwork and approvals for the July 4th Fireworks show
 - ii. We participated in a Countywide wildfire drill. There were 5 or 6 departments present and it went very well
 - iii. The training grounds are almost ready to light fires
 - iv. Our generator is delivered. We are working on getting a date for the installation. A company needs to come from the bay area. It should be in-service by the end of the month.
- c. Fire Department Report: Chief Corbett reported that
 - i. We have to-date ran 236 calls and we have 26 members
 - ii. We did our annual Mother's Day Fundraiser
 - iii. Nick Collins has graduated from the Shasta College Fire Academy, and he has been hired with Cal Fire in Hayfork
 - iv. Firefighters Nick Hodges and Zack Huff have graduated from the Shasta/Trinity ROP Fire Academy. Zack was named student of the year.
 - v. We participated in Weaverville Heritage Day, although limited due to the weather.
 - vi. We hosted the FFA Awards banquet
- d. Committee Reports
 - i. Collections Committee: (S. Brown) No report
 - ii. Contract Committee: (Wetzel, Corbet, S. Brown) No report
 - iii. Budget/Financial Committee: (Helsley, Fischer, Corbett, Kormeier, S. Brown) Helsley reported that we will be getting ready for the 24/25 budget. Brown added that we will have a preliminary budget at the July meeting
 - iv. Policy Committee: (Wetzel, S. Brown) No report
- e. Director Reports:
 - i. Director Trajillo talked briefly about the brush located on the west side of Trinity High School. It is US Forest Service property, but it may be work for our Hazard Crews.
 - ii. Director Helsley asked about the Bremer Street warning light and Todd advised that he hasn't been able to meet with the consultant.


V. PUBLIC COMMENT: None

VI. CORRESPONDENCE: None

VII. ADJOURNMENT: There being no further business, the meeting was adjourned at 1022 hours.



Bill Fischer, Chairman



Serena Brown, Administrative Officer