



**Russian River Fire District Board of Directors**

**Regular Board Meeting Minutes**

**February 12, 2020**

Time: 6:00 p.m.

Location: Fire Station 1

14100 Armstrong Woods Rd., Guerneville, CA 95446

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**CALL TO ORDER**

Weaver called the meeting to order at 6:00 p.m.

Present for Staff: Chief Heine, Flowers

**PLEDGE OF ALLEGIANCE**

Pledge of allegiance was led by Limbert.

**ROLL CALL**

President Weaver- Present

Director Butts-Present

Director Jackson-Present

Director Limbert-Present

Director Symmonds-Present

**OPEN TIME FOR PUBLIC EXPRESSION**

None.

**AGENDA ADJUSTMENTS**

None.

**SWEARING IN/OATH OF OFFICE**

Chief Heine swore in Volunteer Firefighter Galen Butts and administered the oath of office.

Brief recess was held for refreshments.

**PRESENTATION**

None.

**RUSSIAN RIVER PROFESSIONAL FIREFIGHTERS ASSOCIATION PRESIDENT'S REPORT**

None.

**DIRECTOR REPORTS**

Director Weaver attended the Region 5 meeting.

**FIRE CHIEF'S REPORT**

Chief Heine reported on the region 5 meeting in Cazadero where the question was raised about whether Russian River Fire would stay in region 5 or move to region 7 post annexation; this is unknown at this time. LAFCO meeting set for March 4<sup>th</sup> at 2:00 p.m. in the Board of Supervisors



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chambers. Attendance by Directors and staff is encouraged. LAFCO meeting set for May 6<sup>th</sup> at 2:00 p.m. will be a public hearing to certify the public protest successful or unsuccessful. If unsuccessful, the annexation will be certified as completed and moved to the filing stage (Secretary of State, etc.).

Meeting on February 26<sup>th</sup> is set for the Rio Nido Post Office; recommendation will be brought to the Board in March.

**CONSENT CALENDAR ITEMS**

**A motion by Jackson, seconded by Limbert, approved the minutes of January 8, 2020 Regular Board meeting and January 2020 financial information. 5-0-0.**

**ACTION ITEMS**

**1. FY 2018/2019 DRAFT AUDIT**

The Board will review the draft audit and consider approval.

Director Jackson reported on question/answer to/from auditor:

Question to auditor: On page 9, STATEMENT OF ACTIVITIES the 2019 amount of Salaries and employee benefits has increased by \$812,277 from 2018. Similarly, the Total Program Expenses have increased by \$1,014,552. This large of a difference seems unusual. Could you please ask the Auditors what accounted for this large of a difference.

Answer from auditor: The increases are due to GASB 68 adjustment and depreciation expense.

Director Jackson provided a few formatting edits as well.

**A motion by Jackson, seconded by Butts, approved the FY 2018/2019 draft audit with pending edits. 5-0-0.**

**2. USDA UTILITY PICKUP GRANT**

The Board will consider acceptance of the USDA grant and authorize Travis Wood, Stephan Mercieca, Chief Mark Heine and/or Matt Gustafson to execute the purchase.

**A motion by Symmonds, seconded by Jackson, accepted the USDA grant and authorized Travis Wood, Stephan Mercieca, Chief Mark Heine and/or Matt Gustafson to execute the purchase. 5-0-0.**

**3. AMBULANCE BILL HARDSHIP REQUEST**

The Board will consider the ambulance bill hardship request received.

Chief Heine explained the hardship process; a policy is being developed and will be presented for review/adoption at the March meeting.

**A motion by Butts, seconded by Symmonds, approved the write off of incident # 0000940, run # 19-298234 in the amount of \$1,070.75 due to hardship. 5-0-0.**



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**4. EMS BILLING WRITE-OFF**

The Board will consider EMS billing write off(s).

Chief Heine explained the billing write off process; a policy is being developed and will be presented for review/adoption at the March meeting.

**A motion by Limbert, seconded by Jackson, accepted EMS audit of write off of unpaid balances. 5-0-0.**

**COMMITTEE REPORT**

1. **FINANCE-** Did not meet.
2. **STRATEGIC PLANNING-** Did not meet.
3. **EVACUATION PLANNING-** Did not meet.
4. **LABOR NEGOTIATIONS-** Did not meet.


**COMMUNICATIONS**

None.

**ADJOURNMENT**

**A motion by Limbert, seconded by Symmonds adjourned the meeting at 7:00 p.m.**

/s/   
Jason Weaver, Board President

/s/   
Heidi Flowers, Board Clerk