



Plumas-Brophy Fire Protection Dist.

P.O. Box 762 4514 Dairy Rd Wheatland, California 95692
Telephone (530) 633-0861 Fax (530) 633-8215 www.wheatlandfireauthority.com

PLUMAS-BROPHY FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING NOTICE

NOTICE IS HEREBY GIVEN that the Chair of the Plumas-Brophy Fire Protection District Board of Directors have called a REGULAR meeting of the Board of Directors to be held on January 11, 2024, at 6:45 p.m. at the Wheatland Fire Authority Station No. 3, 4514 Dairy Road, Wheatland, California.

Members of the public may address the Board of Directors concerning any item described below during the Board's consideration of that item. The Chair will invite public comment following Board discussion/deliberation of the item and, if applicable, before Board action.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact Art Paquette (WFA Fire Chief) for any requests. This must be made as early as possible.

The following business shall be considered and transacted:

1. Call to order and roll call.
2. Pledge of Allegiance to the Flag.
3. At this time, the public is permitted to address the Board on non-agenized items. COMMENTS SHOULD NOT EXCEED THREE (3) MINUTES. In accordance with State Law, however, no action or discussion may take place on any item not appearing on the posted agenda. The Board may respond to statements made or questions asked or may request Staff to report back at a future meeting concerning the matter. Any member of the public may contact the Secretary related to the proper procedure to place an item on a future Plumas-Brophy Fire Protection District agenda. The exceptions under which the Board MAY discuss and/or act on items not appearing on the agenda are contained in Government Code §54954.2(b) (1) (2) (3).
4. Approve minutes from the November 9, 2023
6. Update on JPA Agreement (City of Wheatland & PBFDP)
 - a. Meeting with 3 potential consultants
7. Discussion and Approval of Measure K Expenditures (current & potential projects)
 - a. Discussion/Approval of quotes for Station #3 Remodel/Repairs on Auxiliary Building
 - b. Discussion/Approval of quotes for Station # 2 Concrete Slab for New Auxiliary Building
 - c. Discussion/Approval of quotes for Station # 2 (30 X 30) New Metal Auxiliary Building
8. Old Business
 - a. Continued discussion regarding Banking
 - b. Completion of Well House Cover
9. New Business
 - a. Discussion/Approval of quote for Station #2 Porta Potty

c. Other (non-actionable)

10. Treasurer Report

a. Kathy Herbert

11. Reports (Chief & Board)

a. Sign Automatic Aid with Smartsville Fire Protection District

12. Adjourn



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**MEETING MINUTES
PLUMAS-BROPHY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING – NOVEMBER 9, 2023**

This was a regular meeting of the appointed Board of Director of the Plumas-Brophy Fire Protection District held at 4514 Dairy Rd. Wheatland, CA (Station #3)

1.0 & 2.0 Call to order, roll call and Pledge of Allegiance to the flag at 6:26 p.m.

Directors present: Martin Heatlie, Bart Johnson - Raymond Lopez-Absent
Also present – Fire Chief Art Paquette, Bookkeeper Kathy Herbert

3.0 Public Comment - None

4.0 Minutes

A Motion was made to approval of the minutes by Board Member Johnson, seconded by board member Heatlie.

Vote called – AYES: All. Motion carried.

5.0 Old Business

Measure K Items for Station Number 3

Chairman Heatlie requested that Measure K and the Banking issue be on each agenda to ensure the Board is up to date and well informed.

JPA AMMENDMENT

Chief Paquette spoke with the City Manager Bill Zenoni and Mr. Zenoni stated that the council wants to proceed with the consultant and the solicitation for bid has been released.

WELL

The well has been completed and came in under budget.

BANKING

Discussion about opening accounts and move funds to an interest-bearing account at 5 Star Bank. Meeting next week being considered to make sure all Board members are present for discussion and vote regarding Banking changes. Kathy is speaking with the bank for more specific information.

6.0 New Business

Approval of audit for FY 21-22

Approval of the audit was tabled until the next meeting as Chairman Heatlie requested a more comprehensive management letter from auditor.

WELL PUMP HOUSE

The Board discussed construction of a well house for the new well at station 3. Board member Johnson made a motion to construct the well house with a budget not to exceed \$ 3,000.00 of Measure K Funds, Board Chair Heatlie seconded the motion.

Vote called – AYES: All. Motion carried.

PROJECT AT STATION 2

The Board instructed Chief Paquette to get estimates for a slab and building extension for Station 2 to house the Jet Skis and rescue trailer. The Board also wanted the monthly cost of a Port-A-Potty at Station 2.

7.0 Secretary's Report – None.

8.0 Treasurers report

Treasurers report was distributed to the Board as well as checks to be signed.

Update on Banking options.

There being no further business, the meeting adjourned at 7:25 pm

Minutes approved and adopted this 9th day of November 2023

Prepared by Kathy A. Herbert

November 6, 2023
