

Minutes from the May 22nd, 2024, Bolinas Fire Protection District Board Meeting at the Bolinas Fire Station.

Pres. Molesworth called the meeting of the Bolinas Fire Protection District to order at 7:00 P.M. Dir. Dunne and Dir. Pierce were present. Also present: Chief Krakauer and Administrative Manager Isaac Taylor. Vice Pres. Torrey and Dir. Martinelli were absent.

Pres. Molesworth asked for unanimous consent to approve the Agenda, with the following amendments: items 5b and 5c are moved to the beginning of the meeting, and item 5d is tabled. Seeing no objections, the amended Agenda was approved.

PUBLIC EXPRESSION

None.

CHIEF'S REPORT

MEMBER REPORTS

Isaac Taylor attended the MERA meeting on Wednesday May 8th, while Chief Krakauer was away. He reported the Board approved the order for volunteer pagers for West Marin agencies. The Board also approved final change orders for NextGen project, as well as the draft budget for fiscal year 2024-25. The Board held a moment of silence for Deputy Executive Officer Dave Jeffries.

Chiefs

Chief Krakauer was unable to attend the May Chiefs' meeting due to an emergency call.

MWPA

Chief Krakauer attended the MWPA Operations Committee meeting on Thursday, May 2nd. The committee discussed the project work plan, recently approved by the MWPA Board of Directors.

Prevention

The District has mailed a fire and emergency safety postcard to Bolinas residents ahead of the 2024 fire season. This postcard includes essential reminders and information about emergency alerts and local resources for preparedness and fire prevention.

Chief Krakauer and Isaac Taylor met with MWPA staff and planners at Marin County CDA to discuss a prevention project on BCPUD property near Mesa Road. Funded by a PG&E grant, this project will remove hazardous fuels near transmission lines, including dead and downed trees from recent winter storms. Bolinas Fire hopes to contract the Marin County Fire Tam Crew for project work in approximately late August to early October.

Chipper Days are open for registration by calling the fire station at (415)868-1566. The first event is full, and will be Friday, June 7th. Additional Chipper Day events are available through MWPA, and registration is online-only at www.chipperday.com/marin.

MWPA Defensible Space evaluators will be conducting inspections in Bolinas starting this July. MWPA residential grant applications will open July 1.

Roads

Chief Krakauer reported that Marin County DPW has been mowing along County maintained roads, and performing repairs on Wharf Road due to damage from water

intrusion from runoff and the Bolinas lagoon. The work has made Wharf Road narrower and harder to navigate.

The National Park Service is also conducting repairs to a section of the road to Palomarin Trailhead, with daytime closures during the week.

Inspections

Chief Krakauer reported that inspections have been completed at the Coast Café and the Bolinas School. An inspection at the is scheduled for the Bolinas Museum this week.

Planning

Chief Krakauer is working with an architect on planning for a water system on Horseshoe Hill Road that is part of a remodel project.

Grants

The District has been awarded a PG&E grant for hazardous fuel reduction in the BCPUD parcel near the intersection of Mesa Road and Olema-Bolinas Road. Work is expected to take place in late August to early October.

A decision is expected in late summer on a FEMA grant proposal for new firefighter turnout gear.

Training

Chief Krakauer reported that weekly training has been focused on technical rope skills and trail call responses. He reported the value of e-bikes on actual trail rescues, enabling firefighters to reach patients much more quickly and update other responding resources. Chief Krakauer is exploring the possibility of acquiring a department e-bike for this purpose.

Chief Krakauer reported that firefighters inspected their wildland PPE at yesterday's training, as the department prepares for wildland fire season. The department is also acquiring new wildland pants and jackets.

Chief Krakauer reported that Asst. Chief Marcotte is planning a West Marin volunteer firefighter workshop, to be held over four Saturdays in July.

Chief Krakauer reported that firefighter Caleb Norton is finishing an accelerated EMT class, adding an additional EMT to the department.

Chief Krakauer reported Isaac Taylor will attend a CalPERS educational forum in late October in southern California.

Volunteers

Chief Krakauer reported another successful Mother's Day Pancake Breakfast, and thanked Captain Pete Smith and the volunteers for making this event happen.

Chief Krakauer reported that former cadet Italo Vaccaro has been voted in as the department's newest volunteer firefighter.

Apparatus

Chief Krakauer reported that Utility 219 had its electric window upgrade completed by local mechanic Nick Weismiller.

Wildland Engine 265 had its annual service last week, with no major issues identified.

Engine 283 had its annual service and returned today. There were no major issues noted, aside from an electrical charging issue which volunteer Ian Johnson is currently helping to diagnose.

Disaster Council

No update.

Resource Recovery

No update.

Buildings and Grounds

Chief Krakauer reported the fire station and clinic shared sewer lift station continues to function properly.

Chief Krakauer reported the receipt of the correct replacement valve for the fire station and clinic's fire suppression backflow preventer. BCPUD will be assisting with replacement of the existing faulty valve.

Chief Krakauer reported that faulty safety sensors on all four bay doors will be replaced this Thursday.

Chief Krakauer reported the purchase of a new air compressor for our SCBA cascade system. This was a budgeted capital expenditure.

Chief Krakauer reported a few pending items, including erecting a new carport for the UTV trailer, improving steps and railing to the fire station attic, and repairing station trim damaged in a previous apparatus accident.

General Operations/Administration

Chief Krakauer reported the District has submitted its response to a recent OSHA safety complaint, which has been shared with all board members.

Chief Krakauer reported the department has been conducting hose testing. He also reported the purchase of 1,000 feet of supply hose for Engine 283 and plans to purchase an additional 1,000 feet to complete this replacement while the hose is on sale.

Personnel

Chief Krakauer reported some changes to firefighter schedules, set to begin June 1. He thanked all staff for their flexibility and shared that everyone seems content with the changes.

GENERAL BUSINESS

Action Item #1 – Approve Preliminary Budget for Fiscal Year 2024-2025

MSC Dunne/Pierce (unan.) to approve the Preliminary Budget for Fiscal Year 2024-2025.

Isaac Taylor presented an overview of the preliminary budget for FY2024-25. The District anticipates increases in general property tax revenue and continuing higher revenue from interest. Increases to personnel expenses include cost-of-living adjustments, extra hire, and six months of a potential new paid position, as well as increases to health

premiums and CalPERS employer contributions. Other increases include scheduled fire station construction bond payments, potential fees for dispatch services, additional vehicle maintenance, and additional building and grounds maintenance.

Discussion Item #1 – Potential Ground Lease Renegotiation with AT&T Assignee Octagon Towers LLC

Mario Villa of Octagon Towers LLC presented a proposal to the Board for a new 30-year cellular site ground lease, with a “drop-and-swap” agreement to expand the tower for additional carriers. Directors asked questions and thanked Mario for his presentation.

Discussion Item #2 – Presentation by Streamline Software, Inc.

Seth Keller of Streamline Software, Inc. joined via Zoom and presented on the company’s platform, capabilities, and services. Pres. Molesworth thanked Seth for his time and answers to board member questions. Pres. Molesworth noted that the choice of website provider is an operational decision best left to Chief Krakauer and department officials.

Discussion Item #3 – Draft Board of Directors Policies and Procedures Manual

This item was tabled.

CONSENT CALENDAR

MSC Pierce/Dunne (unan.) to approve the Consent Calendar.

BOARD MEMBER REPORT

Pres. Molesworth attended the May MWPA Board Meeting, where the board approved the 2024-5 Work Plan and Budget.

COMMITTEE REPORTS

Human Resources Advisory Committee – Dir. Pierce reported a meeting of the Human Resources Advisory Committee to discuss employee performance evaluations, wage adjustments, and long term staffing plans.

Finance Advisory Committee – Pres. Molesworth shared that there was a meeting of the Finance Advisory Committee to discuss the preliminary budget in detail.

Operations Working Group – No update.

PERSONNEL MATTERS

None.

ANNOUNCEMENTS

None.

GOOD OF THE ORDER

None.

ADJOURNMENT

Pres. Molesworth asked for unanimous consent to adjourn the meeting. Seeing no objections, the meeting adjourned at 8:45 P.M.

Respectfully submitted,

Isaac Taylor
Administrative Manager

Note: Minutes of all Board meetings are available for review on the District's website.