



# HIGGINS AREA FIRE PROTECTION DISTRICT

10106 Combie Road Auburn, CA. 95602  
Phone: 530-269-2488 – 268-0844 Fax: 530-268-7737

## BOARD of DIRECTORS

**BRUCE JONES**  
Chairman

**MARTY MAIN**  
Vice-Chair

**SCOTT MILLIGAN**  
Treasurer

**JOHN BOYKIN**  
Director

**CHUCK SUSZKO**  
Director

## AGENDA

Meeting of the Board of Directors, Wednesday, September 18, 2019 to take place 7:00 pm in the District Offices, 10106 Combie Road, Auburn, CA.

### 1. STANDING ORDERS

Call To Order, Pledge Of Allegiance, Roll Call, Introduction Of Staff

### 2. CONSENT CALENDAR

A. APPROVAL OF MINUTES August 21, 2019 Meeting

B. FINANCIAL REPORTS

### 3. REPORTS/INFORMATIONAL ITEMS

A. CHIEF'S REPORT

B. INCIDENT SUMMARY REPORT

C. PREVENTION/PLANNING REPORT

D. LOCAL 3800 REPORT

E. J.P.A. REPORT

F. FISCAL COMMITTEE-Ad hoc

G. STRATEGIC PLANNING—Standing

H. POLICY COMMITTEE-Ad hoc

I. CORRESPONDENCE

### 4. PUBLIC COMMENT ON MATTERS NOT ON AGENDA

*Please see footnotes for rules regarding public comment.*

### 5. PERSONNEL

### 6. CLOSED SESSION

*Closed Session may be called by the Chairman of the Board if personnel discussions warrant it (Govt. Code Section 54957)*

### 7. NEW BUSINESS

A. **Resolution No. 18-19-08** Approval of Funds 6348, 6759, and 6784 Final budgets for Final Year 2019-2020 **(Discussion/Action)**

B. **Resolution No. 18-19-09** Approval of Ballot measure and calling for an election on March 3, 2020 **(Discussion/Action)**

### 8. ANNOUNCEMENTS / GOOD OF THE ORDER.

**(Discussion)**

### 9. ADJOURNMENT

**PUBLIC COMMENT:** The opportunity of the public to be heard on an item on the agenda shall be provided during the consideration of that item (Govt. Code Section 54954.3) prior to any Board action. The public may address items not on the agenda that are of interest to the public and are within the subject matter jurisdiction of the Board during the Public Comment period. While the Board may "briefly respond" to comments or questions from the public, no action may be taken on an item not on the agenda in compliance with Govt. Code Section 54954.3(a) The Chair may limit public comment during the public comment period or public hearing to no more than five minutes per individual. **REGULAR MEETINGS** are scheduled the 3rd Wednesday of each month. The public is welcome and encouraged to attend. **\*\*This Agenda was posted 72 hours in advance of the meeting at Higgins Fire Protection District Office, 10106 Combie Rd, Auburn, Ca 95602.**

**QUESTIONS?** Contact Higgins Fire District's Battalion Chief at 530-269-2488 for Questions regarding agenda items.



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## BOARD of DIRECTORS

**BRUCE JONES.** Chairman    **MARTY MAIN** Vice-Chair    **SCOTT MILLIGAN** Treasurer    **JOHN BOYKIN** Director    **CHUCK SUSZKO** Director

## Meeting Minutes

Meeting of the Board of Directors, Wednesday, August, 21 2019 to take place 7:00 pm in the District Offices, 10106 Combie Road, Auburn, CA.

### 1. STANDING ORDERS

Call To Order at 7:02PM, Pledge Of Allegiance

#### Roll Call:

- Present
- Jones, Main, Milligan, Boykin, Suszko Introduction of staff: Tam, Beebe, Albrecht, Bisagno

#### Higgins Auxiliary:

- Scott Lenny

### 2. CONSENT CALENDAR

#### A. APPROVAL OF MINUTES

- Special Meeting - July 3, 2019
- Regular Meeting - July 19, 2019

Motion/Second: Main/Boykin

Motion passed all in favor 4-0

### 3. REPORTS/INFORMATIONAL ITEMS

#### A. CHIEF'S REPORT:

- Multiple fires in August
  1. Streeter Fire: 5-7 acres, cause was weed eating, cited the individual and then law enforcement arrested him on warrants
  2. Venus Fire: 1.7 acres, cause was weed eating, the fire consumed a motorhome, cars and 2 Conex Boxes, firefighters contained the fire, saving the main residential structure.
- Commercial Cannabis properties
  - New facility on Perimeter Road with Knox Box
  - Four commercial cannabis properties so far
  - Looking at implementing inspection requirements
  - Chief Good requesting approval to carry a concealed weapon for personal protection when going to any commercial cannabis properties
    - Confronted by armed persons upon arrival despite being in uniform and HFD Utility
    - Did not report these instances figuring them as one off's
      - Chairman Jones "Cal Fire and Consolidated both have ballistics vests, we may have to get them as well".
      - Chairman Jones requests the matter be added to a future agenda for further discussion
  - The Commercial Cannabis properties require a Knox Box with all keys for property locks inside
  - We inspect the locks on gates, where the Knox box is located



- We test the water tanks
- There is an ordinance in place for the Commercial Grows already established
- Auxiliary granted PCF's wish list item:
  - Higgins was able to purchase 23 pair of brand new structure fire boots / Bunker Boots at a value of \$300.00 per pair
- Contractor came into Higgins to let Chief know they are starting the underground work for Higgins Village and the architect wants to put pads for Holiday already
  - There will be an operational impact fee of \$0.23 sq ft / 5 years
    - We bill once the building is done

**B. INCIDENT SUMMARY REPORT** - Nothing to report

**C. PREVENTION/PLANNING REPORT** - Nothing to report

**D. LOCAL 3800 REPORT** - Nothing to report

**E. J.P.A. REPORT:**

- Purchase of compressor for the tanks or renting for a user fee (???)
- Looking at vehicle mounted compressor to cascade the whole system to maintain 5/6k lb of air

**F. FISCAL COMMITTEE** - Nothing to report

**G. STRATEGIC PLANNING** -

- Have not met in a while, have been attending Friends of Higgins meetings to keep on top of things to date.
- Fundraiser in September for Firesafe Committee
- Fire Week in October
- Fundraiser in October to benefit the Measure Campaign
- Open House in October

**H. POLICY COMMITTEE - Ad hoc** - Meeting in December 2019

**I. CORRESPONDENCE** - None

**4. PUBLIC COMMENT ON MATTERS NOT ON AGENDA** - None

*Please see footnotes for rules regarding public comment.<sup>1</sup>*

**5. PERSONNEL** -

- Summer Newman resigned, went to Cal Fire
- Went through hiring list calling all eligible candidates
- Hired the last one on the list
- Chief Good wants to build a new list

**6. CLOSED SESSION** -

Closed the meeting at **7:55 PM** / Out of closed session / meeting reopened **8:36 PM**

*Closed Session may be called by the Chairman of the Board if personnel discussions warrant it (Govt. Code Section 54957)*

**7. OLD BUSINESS** - None

**8. NEW BUSINESS** - None

**9. ANNOUNCEMENTS / GOOD OF THE ORDER** - None

**10. ADJOURNMENT**

**Motion/Second:** Main/Milligan

**Motion passed all in favor 5-0**

Meeting adjourned at

**(Discussion/Action)**

**PUBLIC COMMENT:** The opportunity of the public to be heard on an item on the agenda shall be provided during the consideration of that item (Govt. Code Section 54954.3) prior to any Board action. The public may address items not on the agenda that are of interest to the public and are within the subject matter jurisdiction of the Board during the Public Comment period. While the Board may "briefly respond" to comments or questions from the public, no action may be taken on an item not on the agenda in compliance with Govt. Code Section