



“Committed to Our Community”

SPECIAL
PUBLIC MEETING
MINUTES
October 2, 2018

CALL TO ORDER

The meeting was called to order at 10:00 a.m. by Board Chairman Daye Cummings. Chairman Cummings led the Pledge of Allegiance.

ROLL CALL

Present: Board Chairman: Dave Cummings
Board Clerk: Chuck Moore
Board Member: Heather Petrillo
Board Member: Ralph Mauzy
Board Member: Karen Flenniken

Staff Present: Fire Chief: Patrick Moore
Assistant Fire Chief: Scott Neal
Administrative Manager: Paula Acker

CALL TO THE PUBLIC

There was no response to the Call to the Public.

BUSINESS

A. Employment Contract for the Fire Chief.

Chairman Cummings advised that a draft of the Fire Chief contract has been provided by the District’s attorney Bill Whittington for the Board to review. He stated the two year contract and would go into effect retroactive at the beginning of the pay period September 29, 2018 and end September 29, 2020. Chairman Cummings pointed out the existing pay scale handout and stated the Fire Chief follows the same pay scale as all BCFD employees, with annual increases such as COLA, and step raises. Board Member Petrillo commented looking at the pay scale Fire Chief Moore would have one more step before topping out at \$133,351.72 with no further

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steps available, Chairman Cummings stated yes, Chief Moore pay would start at \$128,222.81 annually with one more step increase before he topped out at \$133,351.72.

Discussion continued on the contract regarding performance evaluations, vacations, sick leave and termination of contract.

Board Member Mauzy made a motion to accept the employment agreement contract with Fire Chief Patrick Moore, Board Member Petrillo seconded the motion. All were in favor and the motion carried unanimously.

B. Resolution #2018-08-Borrowing request through Wells Fargo Bank.

Fire Chief Moore addressed the Board, he stated the District currently has a borrowing line of credit of 1 million dollars and statutorily we are allowed 45% of our total operating budget. He stated we use this money to operate on from July through mid November before taxes start to come in through the County. He stated it would be advised to increase the Line of credit (LOC) to 2 million in they event that the taxes don't come in as quickly as expected.

Board Member Flenniken asked what the LOC was last FY, Administrative Manager Paula Acker stated last year our LOC was 1.5 million and Wells Fargo set it at 1 million this year based on usage last year.

With not further discussion Board Member Flenniken made a motion to approve the resolution to request a LOC of 2 million dollars from Wells Fargo Bank.

Board Member Petrillo seconded the motion, all were in favor and the motion carried unanimously.

C. Bid for job contracting services for future construction projects.

Chief Neal addressed the Board, he stated that in 2009 the Board approved a request for qualifications (RFQ) establishing a contractor for certain size contracting projects.

He read parts of the minutes from 2009 when the Board approved a similar RFQ process.

He said the agreement expired in 2014, and with some of the problems we have experienced recently, he would like to start a new RFQ list.

He stated in 2009 the Board approved the RFQ on the basis of following state statute and we are not obligated to use the contractors on the list or in any particular order. He explained that once a budgeted project is approved we may use the RFQ list or go out to bid as usual. Chief Neal stated he is asking the Board to consider putting out an advertisement for RFQ for contractors interested on being on a list. He stated a committee would be established, which he himself would not be on, that would score and rate the applicants for the RFQ process, establishing a list of contractors we can choose from for projects up to \$50,000. Chief Neal stated he feels we would have better results with this system.

Board Member Mauzy asked why we cannot get contractors now? Chief Neal stated he is hoping by establishing an RFQ with a contractor we would get better workmanship and response. Discussion continued with the Board and Chief Neal on the RFQ process.

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Board Chairman Cummings made a motion to table the bid for job contracting services through an RFQ, Board Member Flenniken seconded the motion. All were in favor to table the discussion and the motion passed unanimously.

No future agenda items/Board directions to staff.

Board Chairman Cummings adjourned the meeting at 10:48 a.m.

Recorded by,



Paula Acker
Administrative Manager

Approved by,



David C. Cummings, Chairman
Fire District Board



Charles Moore, Board Clerk
Fire District Board

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