

**NORTH CENTRAL FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS  
REGULAR BOARD MEETING  
THURSDAY, JULY 22, 2021  
5:30 P.M.  
MINUTES**

**1. CALL TO ORDER**

District Board Chair Mr. Ken Abrahamian called the meeting to order at 5:33 p.m.

**Roll Call**

**Board Members Present:** Mrs. Cheryl Belluomini, Mr. Michael Foglio, Ms. Amanda Souza and Mr. Ken Abrahamian. Mr. Rusty Nonini was not present at roll call but arrived during agenda item number seven.

Also present were Fire Chief Tim Henry, Mr. Ken Price and Mr. Joe Barcelos.

**2. INVOCATION AND FLAG SALUTE**

The invocation was led by Pastor Garza and the flag salute was led by Chief Henry.

**3. PUBLIC COMMENTS**

City of Kerman Chief of Police John Golden addressed the District Board. Chief Golden stated on behalf of the City Manager, Mayor and City Council, I want to express my thanks to Chief Henry and the District for assisting the Police Department on the July 4<sup>th</sup> Holiday. He expressed his appreciation for all the times the District has worked with City Departments, City staff, the School District and the community.

**4. CONSENT AGENDA**

**A. Consideration and Approval of Disbursements List for June 2021**

**B. Review and Acceptance of Monthly Financial Reports**

- 1) Budget Variance Report: YTD Expenses Compared to Budget**
- 2) PG&E Report**

Mr. Abrahamian asked the District Board and members of the public if there were any items on the Consent Agenda they would like to pull from the agenda for discussion or questions.

There were no questions so Mr. Abrahamian called for a motion to approve the Consent Agenda.

**Motion:** To approve the Consent Agenda as presented.

**Moved by:** Mr. Foglio, second by Mrs. Belluomini.

Mr. Abrahamian:	Mrs. Belluomini:	Mr. Foglio:	Mr. Nonini:	Ms. Souza:	Vote:
Aye	Aye	Aye	Absent	Aye	4/0

**5. APPROVAL OF MINUTES**

**A) Minutes of the Regular Board Meeting of, June 24, 2021.**

There were no questions or comments.

**Motion:** To approve the minutes of the Regular Board Meeting of June 24, 2021 as presented.

**Moved by:** Mr. Foglio, second by Mrs. Belluomini.

Mr. Abrahamian:	Mrs. Belluomini:	Mr. Foglio:	Mr. Nonini:	Ms. Souza:	Vote:
Aye	Aye	Aye	Absent	Aye	4/0

**6. FIRE CHIEF REPORT**

Chief Henry stated the District participated in the City of Kerman’s 75<sup>th</sup> Anniversary celebration. He described the celebration events and how the District was able to help and participate during the events.

**A) Fire Incident/Fire Prevention Reports for June 2021**

Chief Henry called the District Board’s attention to the summary report for incident data for the month of June and stated there are no substantial changes in call data when comparing data to previous months. There were no questions from the District Board.

**B) Cal OES Type VI (Patrol) Engine on Loan to District**

Chief Henry stated Cal OES delivered the Type VI fire engine to the District. He called the District Board’s attention to the photos of the OES Type VI engine and discussed the differences between the OES Type VI engine and the District’s Type VI engine. Chief Henry described the capabilities of the OES engine and answered questions about how it will be deployed on State wildland incidents.

**C) Squad 59 Update**

Chief Henry stated the District has ordered a Squad Rig and called the District Board’s attention to the photo of a Squad Rig similar to what the District ordered. He discussed the capabilities of a Squad Rig and stated it can pump 1,500 gallons a minute which is the same as the Type I fire engines we currently have at all of our stations. The Squad Rig will be stationed at District Station 59 supporting the Fire Engine that will be at Station 59.

Chief Henry described the process of ordering the engine and the proposed timeline and process of the build-up by the manufacturer.

**D) Fireworks Update**

Chief Henry called the District Board’s attention to the list of citations issued for illegal fireworks during the 4<sup>th</sup> of July holiday. After some discussion about the list

of citations, Chief Henry and Chief Golden answered some questions about how the District patrolled the area working with the Police Department.

## **7. BUILDING CONSTRUCTION CONTRACT WITH DONALD BURGESS CONTRACTING FOR UPGRADES TO DISTRICT STATION 59**

### **A) Action item – Consider and authorize Board Chair to execute Building Construction Contract with Donald Burgess Contracting for District Station 59 upgrades.**

Chief Henry stated last month the board authorized me to seek a sole source contract to raise the roof at station 59 and complete the upgrades so District staff can inhabit the station by June 30<sup>th</sup>. I reached out to a handful of local contractors capable of doing the project but most of the responses were the timeline is too short and they were not interested.

Chief Henry stated in the contract before you tonight with Donald Burgess Contracting, not only were they interested but they also have the ability to perform the engineering and architectural work as well. This is a sole source design build agreement. I'm going to ask Mr. Price to go over the contract and answer any questions you might have.

Mr. Price stated Burgess Contracting supplied a construction contract to me that I Revised pretty significantly. Hat you see here are only some red-lined revisions that we just did today. But the actual amount of revision to the contract was quite significant to make the contract compliant with a public agency design build construction contract. The only revisions for you to review tonight is at the very end of the contract, where we added a provision in the contract which complies with some of the contract requirements in the labor code for California prevailing wage law. This section lists the obligations of the District and the Contractor regarding the prevailing wage reporting and documentation. Mr. Price stated we also included an indemnity provision so that if the contractor does violate California prevailing wage law they would have an obligation to indemnify the District.

Chief Henry called the District Board's attention to section three in the contract. This section talks about the sum or dollar amount paid to the contractor. The cost will be based on costs of the construction plus ten percent. If approved tonight, we will send this to the contractor to give us an estimate of what they anticipate the costs will be with ten percent added to it. If the estimate comes back with a number that surpasses the budgeted number that you have already authorized us to spend on this project, then we will have to come back to the board to get your approval to continue with this project.

Chif Henry stated about six months ago he got a couple ball park estimates from a couple of engineers and contractors. Their estimates without looking at the building were all around \$350,000 to \$400,000. The District has budgeted \$650,000 for this project so we will see what dollar amount the contractor's estimate comes back at. One of the things Burgess Contracting does if they have

to subcontract for electrical or something not in their scope of work, they conduct a formal bid process to hire a subcontractor to do the work. Using a formal bid process to hire a subcontractor complies with public works contracts.

Chief Henry discussed more of the scope of work and answered a few more questions from the District Board about the project. After all the discussion and questions, Mr. Abrahamian called for a motion.

**Motion:** To approve the Building Construction Contract with Burgess Contracting Inc. and authorize Chief Henry to work with Mr. Price to finalize and execute the Contract with the stipulation that the cost stays within the \$650,000 budget.

**Moved by:** Mr. Foglio, second by Mrs. Belluomini.

Mr. Abrahamian:	Mrs. Belluomini:	Mr. Foglio:	Mr. Nonini:	Ms. Souza:	Vote:
Aye	Aye	Aye	Aye	Aye	5/0

## **8. PUBLIC HEARING FOR WEED ABATEMENT AND LIST OF ABATEMENT NOTICES.**

### **A) Action item – Conduct the Public Hearing.**

Mr. Abrahamian opened the floor for the Public Protest Hearing for public comments on the 2021 weed abatement season at 6:21 p.m.

There was no one from the public to address the District Board regarding the 2021 weed abatement season.

Mr. Abrahamian closed the floor for the Public Protest Hearing for the 2021 weed abatement season at 6:25 p.m.

### **B) Review the List of Notices - Information only.**

The District Board reviewed the list of notices and Mr. Barcelos answered a few questions about the noticing process and assigning of work orders to the District's abatement contractor.

## **9. RESOLUTION NO. 21-07 – WEED ABATEMENT TAX ROLL ASSESSMENTS**

### **A) Action item – Consider and adopt Resolution No. 21-07 to place weed abatement charges on the tax roll for the 2021-2022 fiscal year.**

Mr. Barcelos stated sixty-seven (67) work orders were assigned to have properties abated but only fourteen (14) of these properties were abated. Mr. Barcelos called the District Board's attention to the list of properties abated and the costs to be added to the tax roll which includes the District's admin fees.

The District Board asked about why the other properties assigned for abatement did not get abated. Mr. Barcelos stated about half of the sixty-seven (67) properties were abated by the property owner by the time the District's contractor arrived,

some had locked gates and some of the property owners would not allow our contractor on their property to abate it.

There was some discussion about the District's recourse to handle the properties that are not getting abated because the property owner has the property locked up or will not allow us on the property. Chief Henry and Mr. Price discussed with the District Board the option to address this problem by submitting administrative citations to the property owners.

There were no more questions so Mr. Abrahamian called for a motion.

**Motion:** To adopt Resolution No. 21-07 to add weed abatement charges to the 2021-2022 Fresno County tax roll.

**Moved by:** Mrs. Belluomini, second by Mr. Nonini.

Mr. Abrahamian:	Mrs. Belluomini:	Mr. Foglio:	Mr. Nonini:	Ms. Souza:	Vote:
Aye	Aye	Aye	Aye	Aye	5/0

#### **10. RESOLUTION NO. 21-08 AMENDING THE DISTRICT'S PURCHASING POLICY**

##### **A) Action item – Consider and adopt Resolution No. 21-08 amending the District's Purchasing Policy.**

Mr. Barcelos called the District Board's attention to the changes in the District's Purchasing Policy. There are three changes being made to the policy. The first one is to remove the requirement to issue a purchase order for a purchase of \$100 or more. Mr. Barcelos stated this practice is outdated and most vendors do not require purchase orders so the process will simply state a purchase order will be issued when required.

The second change is to add the District's Property Maintenance Worker to the list of positions that can be issued a District Cal-Card to make purchases. The last change will be to allow the Fire Chief to determine the maximum dollar limit for each employee issued a Cal-Card.

Chief Henry answered a couple questions on how he will determine the maximum limits for each employee and described some of the circumstances for the need of a District Cal-Card.

There were no more questions or discussion so Mr. Abrahamian called for a motion.

**Motion:** To adopt Resolution No. 21-08 amending District Resolution No. 18-10 making changes to the District's Purchasing Policy.

**Moved by:** Mr. Foglio, second by Mr. Nonini.

Mr. Abrahamian: Mrs. Belluomini: Mr. Foglio: Mr. Nonini: Ms. Souza: Vote:  
Aye Aye Aye Aye Aye 5/0

**PUBLIC COMMENT** - Before Closed Session. Mr. Abrahamian stated the District Board will be moving into closed session and asked if any members of the public would like to make a comment on the Closed Session item. There were no comments.

#### 11. CLOSED SESSION

A) CONFERENCE WITH LABOR NEGOTIATORS – Government Code section 54957.6

*Agency designated representatives:* Chief Tim Henry and outside negotiator Che Johnson Liebert Cassidy Whitmore

*Employee organization:* North Central Professional Firefighters Association

Report from Closed Session: No action to report from Closed Session.

#### 12. BOARD MEMBER COMMENTS/REPORTS

There were no comments.

#### 13. ANNOUNCEMENTS

A) **Next Regular Board Meeting: Thursday, August 26, 2021 at 5:30 p.m.**

#### 14. ADJOURNMENT

**Motion:** To adjourn the meeting at 7:21 p.m.

**Moved by:** Mr. Foglio, second by Mr. Nonini

Mr. Abrahamian: Mrs. Belluomini: Mr. Foglio: Mr. Nonini: Ms. Souza: Vote:  
Aye Aye Aye Aye Aye 5/0

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Amanda Souza, Board Secretary  
North Central Fire Protection District

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Date