



South Santa Clara County Fire District

15670 Monterey Street Morgan Hill, CA 95037 • (408) 779-2121 • www.sccfd.com
Jake Hess, Fire Chief

4.1 MINUTES OF THE SOUTH SANTA CLARA COUNTY FIRE DISTRICT BOARD OF COMMISSIONERS REGULAR MEETING OF October 13, 2021

1. CALL TO ORDER

The regular meeting of the Board of Commissioners of the South Santa Clara County Fire District was held on Wednesday, October 13, 2021, remotely via Teleconference or Call In (Audio Only). Chairperson Acker called the meeting to order at 6:05 p.m. A quorum was present via teleconference pursuant to Government Code Section 54953(e).

1.1 ROLL CALL

- | | | |
|----|------------------------|---|
| A. | Commissioners Present: | Acker, Monaco, Lewis, Carlson
Lopez, Ludewig, and Keesling |
| B. | Fire District Staff: | Chief Hess, Chief Good,
FC Connolly |
| C. | Absent: | None |

1.2 INTRODUCTIONS

None

1.3 DECLARATION OF POSTING OF AGENDA

District Clerk Athey certified that the meeting's agenda was duly noticed and posted in accordance with Government Code 54954.2.

2. PUBLIC PARTICIPATION

None

3. AGENDA AMENDMENTS

- Updated meeting information wording above to include Government Code Section 54953 (e) (1) (A) as required.
- Added Item 7.2 - Adopt Resolution No. 21 – 01 making findings pursuant to Assembly Bill 361 – Action.
- Added Item 7.3 – Annual Mitigation Report for fiscal year ending June 30, 2021 - Action

4. Minutes and Expenditures

4.1 Approve Board Meeting Minutes of August 18, 2021

On motion of Commissioner Keesling and seconded by Commissioner Monaco the August 18, 2021, minutes were approved by the following vote:

AYES: Acker, Monaco, Lewis, Carlson, Lopez, and Keesling
NOES: None
ABSTAIN: Ludewig

4.2 Approve Board Meeting Minutes of September 14, 2021

On motion of Commissioner Lewis and seconded by Commissioner Keesling the September 14, 2021, minutes were approved by the following vote:

AYES: Monaco, Lewis, Lopez, and Keesling
NOES: None
ABSTAIN: Ludewig, Acker and Carlson

4.3 Approve Expenditures of August/September 2021

On motion of Commissioner Lewis and seconded by Commissioner Ludewig the August 1, 2021 – September 30, 2021, expenditures were approved by the following vote:

AYES: Acker, Monaco, Lewis, Ludewig, Carlson, Lopez, and Keesling
NOES: None
ABSENT: None

5. Board, Staff and Committee Reports

5.1 Statistical Report of Incidents

- Chief Good reported that there were 425 calls within the District in July/August. The District responded to 333 calls to other agencies. There were 274 calls where other agencies responded to the District.
- The District responded into Gilroy Fire 4 times and 324 times to Morgan Hill. Gilroy responded into the District 110 times and Morgan Hill responded into the District 96 times.

5.2 Inspector Statistical Report

- Chief Good reported that Shawn worked 105 hours in August/September. He performed 30 new inspections and 2 follow-up inspections. He handled 6 complaints/referrals, attended no training or meetings, he performed 9 plan reviews, no hydrant tests, and no Knox Box inspections. He also reported that 4 businesses have closed due to Covid 19.
- Chief Good reported that Shawn has been working Saturdays conducting inspections at the Renaissance Fair at Casa De Fruta. The Commissioners asked if fees were charged for those inspections. The fees are paid to the County via the permitting process.

5.3 Volunteer Firefighters Report

- Chief Good reported Company 70 has resumed their normal training schedule consisting of two trainings per month.
- Company 70 responded to multiple calls from August 1, 2021, through September 30, 2021, where multiple members arrived on scene to assist each call

5.4 Mitigation Fees Report

- During the August 1, 2021, through September 30, 2021, reporting period total fees collected were \$36,834.24. Fees collected reflect fees from 5 new accessory dwelling units, 5 square footage additions to existing dwellings, 5 attached garages, 1 garage to living space conversion, 2 detached garages, 5 porches, 1 new barn with covered patio and additional greenhouses for crop cultivation. There were no expenditures for the reporting period.

5.5 Correspondence

None

5.6 District Awareness Campaign

Chief Good reported that the updated Trifolds should be available for review at the next regular meeting.

6. Old Business

6.1 Management Audit Report – Item 3.3 Debt Management Policy 3612 – Action

Chief Good reported that if the board adopts Debt Management Policy 3612 then all recommended items from the Harvey Rose Management Audit will be completed.

On motion of Commissioner Monaco and seconded by Commissioner Carlson the Debt Management Policy 3612 was approved by the following vote:

AYES: Acker, Monaco, Lewis, Ludewig, Carlson, Lopez, and Keesling
NOES: None
ABSENT: None

6.2 Management Audit Report – Section 2.1 – 5-Year Plan – Information

Chairperson Acker reported that the Five-Year Plan was submitted to the Board of Directors and the Santa Clara County Executive Office. It will be presented to the Housing, Land Use, Environment, and Transportation Committee (HLUET) at the October 27, 2021 meeting.

6.3 Silicon Valley Clean Energy Solar Grant – Action

- a. Recommend approval of agreement with Silicon Valley Clean Energy for Solar Grant to Board of Directors.

On motion of Commissioner Lewis and seconded by Commissioner Carlson the Board recommends approval of the agreement with Silicon Valley Clean Energy for Solar Grant to the Board of Directors was approved by the following vote:

AYES: Acker, Monaco, Lewis, Ludewig, Carlson, Lopez, and Keesling
NOES: None
ABSENT: None

- b. Recommend approval of award of design-build construction contract to recommended vendor based on Ad Hoc Committee evaluation of proposal to Board of Directors.

On motion of Commissioner Ludewig and seconded by Commissioner Lewis the Board recommends approval of award of design-build construction contract to Simmitri Solar based

on Ad Hoc Committee evaluation of proposal to the Board of Directors was approved by the following vote:

AYES: Acker, Monaco, Lewis, Ludewig, Carlson, Lopez, and Keesling
NOES: None
ABSENT: None

7. New Business

7.1 Fiscal Year 2021 Financial Statements - Information

Kathy Athey presented the Fiscal Year 2021 Financial Statements to the Board. Fund 1574 – General Fund balance on June 30, 2021 is \$4,123,072, an increase of \$2,393,067. This increase is mainly due to the increase in Assistance By Hire (ABH) funds received from the State for the District’s equipment assigned to wildland fires and from the temporary salary decrease of 7.5% for the period of July 1, 2020 through June 30, 2021. Both sources of additional revenue are not sustainable therefore not reflected on Fiscal Year 2022 current budget. Fund 1575 – Mitigation balance on June 30, 2021 is \$358,083, an increase of \$139,770.

7.2 Resolution No. 21 – 01 Making Findings Pursuant to Assembly Bill 361 – Action

On motion of Commissioner Keesling and seconded by Commissioner Monaco Resolution No. 21 – 01 making findings that (1) circumstances of State Emergency continue to exist; and (2) recommended measures to promote social distancing continue to exist to require continued remote meetings in accordance with Government Code section 54953 (e)(3) that has been reviewed and approved by County Counsel as to form and legality was approved by the following vote:

AYES: Acker, Monaco, Lewis, Ludewig, Carlson, Lopez, and Keesling
NOES: None
ABSENT: None

7.3 Annual Mitigation Report – Fiscal Year Ending June 30, 2021 – Action

On motion of Commissioner Ludewig and seconded by Commissioner Carlson to receive and accept Annual Mitigation Report for the fiscal year ending June 30, 2021 was approved by the following vote:

AYES: Acker, Monaco, Lewis, Ludewig, Carlson, Lopez, and Keesling
NOES: None
ABSENT: None

8. Request for Future Agenda Items

None

9. Chief's Report

Chief Hess reported on the following:

- LAFCO Fire Service Review is still underway. County Executive review is getting started.
- The new Engine 67 is in service. Thank you to FCP Holland.
- The District will be hiring Fire Apparatus Engineer Paramedic to fill vacancies.
- Cal Fire is at Peak staffing until further notice.
- Lease Agreement with NASA is signed for phase 1 for the relocation of Alma to Moffett Field, working on phase 2 of the lease.
- CNA Crew 16A & 16B are permanently funded (6 Fire Captains and 6 Fire Apparatus Engineers per crew), long-term house rental in San Jose to accommodate the staff.

Commissioner's Comments

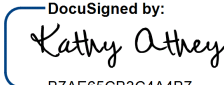
- Commissioner Keesling commented that he was excited about the solar installation at Masten Station and thanked Chief Good for getting the grant to make it possible.
- Commissioner Lewis thanked Kathy Athey for her work.
- Commissioner Lopez asked about Peak Staffing for Cal Fire and the challenges involved.

10. Adjourn Meeting

On motion of Commissioner Lopez and seconded by Commissioner Carlson the meeting was adjourned at 7:08 p. m.

ATTEST 
E9E6E95D15C34E8

Jim Acker, Chairperson


B7AE66CB3C4A4B7...

Kathy Athey, Acting Secretary