



LINDEN – PETERS FIRE DISTRICT

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Kirk Noffsinger, Fire Chief

Board Members

President: John E. Plotz
Vice-President: Thomas G. Watkins
Secretary: David Frison
Member: Paul Castillou Jr.
Member: Kenneth “Kenny” Watkins III

Minutes of Board Meeting

Thursday, July 6, 2023

The meeting of the Linden–Peters Rural County Fire Protection District Board of Directors was called to order by President Jack Plotz at 7:01 PM, Members Present: Vice President Thomas G. Watkins, and Board Secretary David Frison. Members Absent: Board Member Paul Castillou, Jr. and Board Member Kenny Watkins III. L.P.F.D. on duty staff present: Fire Chief Kirk Noffsinger, Captain Jacob Reed, Lieutenant Ken Dahlenburg, FF/Eng Dylan Dennis, FF/Eng Jordan Davis, and Administrative Assistant Lorena Coose.

- (I.) Call to Order – 7:01 PM
- (II.) Roll Taken
Meeting minutes were taken by Administrative Assistant Lorena Coose.
- (III.) Public Comment – None
- (IV.) Minutes:
 - A. Discussion & Possible Action re: Regular Board Meeting Minutes – June 2023.
Board Minutes approved on motion by D. Frison and seconded by T. Watkins. Motion passed with a vote of 3-0
- (V.) Board Committee Reports
 - A. Training Facility Committee Report – Captain Jacob Reed provided an update on the Training Facility Project noting that the connex had been purchased, the permits and engineering were completed. The goal is that the training tower may only need to be moved once. Chief Noffsinger noted that additional research should be conducted on the cost of insuring the training tower and maintenance costs of maintaining the tower. Chief Noffsinger noted that the County Supervisor is hoping to address concerns with the training tower at the Linden MAC meeting.
- (VI.) Financial Summary and Report
 - A. Monthly Financial, Current events summary for June 2023 - Presented by Fire Chief Kirk Noffsinger. Fire Chief Kirk Noffsinger provided an overview of the financials for the month of June 2023.
- (VII.) Consent Agenda:
 - A. Discussion & Possible Action re: Approval of the June 2023 Monthly Financial Reports and expenditures. A motion to approve the financial reports was made by D. Frison and seconded by T. Watkins. Motion passed with a vote of 3-0.
- (VIII.) Current Events Summaries, Reports, and/or Correspondence:

Current Events for the Linden-Peters Fire District months of June 2023 was presented by Fire Chief Kirk Noffsinger.

A. Departmental Report-Fire Chief Kirk Noffsinger:

Fire Chief Kirk Noffsinger provided an update on the events and meetings held for the month of June 2023, along with providing an overview of the calls and FIU report.

Fire Chief Kirk Noffsinger also provided the Shift, Training, Prevention, and Volunteer reports. Lieutenant Ken Dahlenburg noted that the goal is to have the MOU with County for Fire Prevention active September 1, 2023.

B. Union Report - None

(IX.) Unfinished Business:

A. Discussion & Possible Action Re: FEMA Regional Radio Grant Update

Fire Chief Noffsinger noted that the radios have been received. Staff will distribute the radios once payment for the District's 10 percent cost share is received.

B. Discussion & Possible Action Re: New Engine Update

Fire Chief Noffsinger noted that the new engine has arrived and that staff is creating a punch list for repairs. Fire Chief Noffsinger added that the new command vehicle is pending the lights and sirens.

(X.) New Business:

A. Discussion & Possible Action Re: Approval of the Administrative Assistant Full Time Position

A motion to approve the full time Administrative Assistant was made by D. Frison. The motion was seconded by J. Plotz. The motion passed with a vote of 3 – 0.

B. Discussion & Possible Action Re: FY 2021-FY 2022 Financial Audit Prepared by Croce, Sanguinetti, & Vander Veen

Following a presentation of the financial report by Mark Croce, a motion to accept the FY 2021-FY 2022 Financial Audit as presented was made by D. Frison. The motion was seconded by T. Watkins. The motion passed with a vote of 3 – 0.

C. Discussion & Possible Action Re: Elections November 2023

A motion to call for an election to fill the three terms expiring in December 2023 was made by D. Frison. The motion was seconded by T. Watkins. The motion passed with a vote of 3 – 0.

(XI.) Board Questions and Comments - None

(XII.) Closed Session –

At 8:13 pm, Board President John Plotz announced that the Board would enter into closed session to discuss the following items:


A. Section 54957.6: Labor Negotiators

Unrepresented Employee = Administrative Assistant

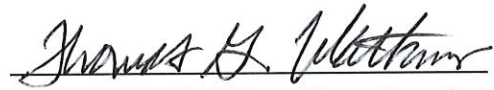
B. Report of actions taken in closed session.

The Board Returned to open session at 8:38 pm. Board President John Plotz announced that no reportable action was taken in closed session. At this point in the meeting, the Board directed Chief Noffsinger to prepare a contract for the full time Administrative Assistant position allowing Administrative Assistant Lorena Coose to view the contract. This item would be placed on the Agenda for further discussion at the next Board meeting.

- (XIII.) Adjournment: Motion made by D. Frison to adjourn the meeting. The motion was seconded by T. Watkins. Being there was no further discussion the motion passed with a vote of 3-0. Motion carried and so ordered at 8:39 pm.



John E. Plotz, President



Thomas G. Watkins, Vice President



David Frison, Secretary

Absent
Paul Castillou, Jr., Member

Absent
Kenneth "Kenny" Watkins III