

Los Altos Hills County Fire District

Minutes of January 17, 2012

President Bergman called the meeting to order at 7:00 p.m.

1) **Roll Call:** Present: Commissioners Bergman, Couperus, Fank, Halliday, Price, Johnson, Stutz

Absent: None

Also Present: Fire District Attorney Sandy Sloan, Moe Kumre Santa Clara County Weed Abatement Coordinator, Chief Ken Kehmna, Battalion Chief Kendall Pearson, Consultant Stu Farwell, District Clerk Jeanne Evilsizer

2) **Public Comment:** There was no public comment.

3) **A Resolution of the Board of the Los Altos Hills County Fire District to Proceed with Abatement of Weeds, Brush and Rubbish.** Resolution 12-1. Resident's Don and Diane Miller, Natoma Road, questioned how the list was compiled and stated they had failed the inspection. Moe Kumre explained the weed abatement program and standards. He agreed to send photos of their property to the Millers and answer their concerns. Motion was made to approve the resolution of the Board of the Los Altos Hills County Fire District to proceed with abatement of weeds, brush and rubbish; Price seconded the motion with all Commissioners in favor.

4) **Adopt the Sixth Amendment to the Agreement Between the County of Santa Clara and the Los Altos Hills County Fire District for Abatement of Weeds:** Moe Kumre explained this was for exact administrative cost recovery for the County's hazardous vegetation management program. Halliday made a motion to adopt the sixth amendment to the agreement between the County of Santa Clara and the Los Altos Hills County Fire District for abatement of weeds; Fank seconded the motion with all in favor.

5) **A Resolution of the Board of Commissioners of the Los Altos Hills County Fire District for Award of Contract Regarding Fire Hydrant Replacement Project – Phase III.** Resolution 12-2. West Valley Construction, Inc. was the lowest responsible bidder. A motion was made by Stutz to approve the resolution of the Board of Commissioners of the Los Altos Hills County Fire District for award of contract regarding fire hydrant replacement project Phase III; motion was seconded by Price with all in favor.

6) Request for Purchase of CERT Backpacks and Vests for Upcoming CERT Classes. A motion was made by Halliday to approve the purchase of 100 embroidered CERT vests as well as 40 CERT backpacks for a total amount not to exceed \$7,500. The motion was seconded with all Commissioners in favor.

7) Formation of Committee to Oversee Updates from the Local Agency Formation Commission. Price made a motion to form a committee whose responsibility is to oversee LAFCO and any other related changes to District governance; Couperus seconded the motion with all Commissioners in favor except Halliday and Fank opposed. Bergman recommended the new President, Finance Chairman and Price to be on this subcommittee. Sloan stated the subcommittee could have two or three Commissioners as members; less than a quorum.

8) Request by Town of Los Altos Hills to have a Member of our Commission Join Town Ad Hoc Committee on Fire Services. Los Altos Hills City Councilmember Jean Mordo, Finance Committee Chairman Alan Epstein and Finance Committee Member Kjell (Shell) Karlsson were introduced. After discussion, a motion was made to select one Commissioner to be the Fire District representative on the Town's Ad Hoc Committee while they studied the LAFCO issue; Couperus nominated Bergman with advice and consent from Halliday as well; Price seconded the motion with all in favor. Mordo estimated the assignment to last two to three months.

9) Chief's Reports: a.) Monthly Reports for October and November, 2011. October and November reports were briefly reviewed by the Chief.
b. Request for Standardized Format for Monthly Reports. The Commission agreed to try the standardized format for the monthly Chief's report.
c. Monthly ESC Reports: November & December 2011. Both reports were briefly reviewed.
d. Update on Rural Metro: Depending on the call concentration it may not be necessary for Rural Metro to be using the El Monte Station; this idea is currently under consideration.

10) Consultant Reports: a. Authorization to Proceed with Phase II Fire Flow Upgrade Project at Manuella and Miranda Area. Motion was made by Fank to approve \$113,000 for two water mains to interconnect between Miranda Road and W. Edith on Fremont Road; Price seconded the motion with all in favor.
b. Projects Update. Farwell reviewed the projects update item dated January 1, 2012.

11) Consent Calendar: a. Minutes of November 15, 2011. Price moved approval of the November 15, 2011 minutes as submitted; Stutz seconded the motion with all in favor.
b. Period 5 Report, November, 2011. Halliday moved that Period 5 Report for November, 2011 be approved as submitted; the motion was seconded with all in favor.
c. Period 6 Report, December, 2011. Price moved that Period 6 Report be approved as submitted; Halliday seconded the motion with all in favor.

12) Proposed January, 2012 Expense; December, 2011 Expense. The Clerk asked that five additional items of expense be added, those items being: Los Altos Town Crier \$115 for publication of public hearing notice; Jorgenson, Siegel, McClure & Flegel \$850 for legal fees for December, 2011; R&B Company\$ 4,229.86 for two fire hydrants; AID Mailing and Fulfillment \$589.39 CERT training mailing; AID Mailing and Fulfillment \$1,503.42 Area 4,5,6 EPT/CPR mailing. The total revised January, 2012 expense: \$674,584.30. Fank made a motion to approve the amended January, 2012 expense; the motion was seconded with all in favor.

13) Board Member Reports: a. Update from President on Action Items: Bergman briefly discussed the status of the following: generator at Westwind Barn, position of Emergency Preparedness person for Town, GreenWaste drop-off schedule being posted on web site for 2012 and asking Sandy Sloan for a policy on what items should be posted on the Town web site.
b. Recommendations for 2012/13 Budget. Halliday asked for Commissioners feedback on specific items for the 2012/13 budget.
c. Report on Los Altos Hills County Fire District Brochure: mailed to all District residents and will be put on the District website.
d. Request for Newsletter Article: Price mentioned every Town newsletter published in the last five years has contained an article on the Los Altos Hills County Fire District.
e.) Calendar of Events for 2012: each Commissioner received a copy.

14.) Election of Officers for 2012. Price made a motion to keep Bergman as President, Johnson as Vice-President and Halliday as Finance Chairman for 2012; Stutz seconded the motion with all in favor: Johnson abstained.

15.) Adjournment. Price made a motion to adjourn at 8:50 p.m. with all Commissioners in favor.

The next meeting is February 21, 2012.

Prepared by:

Jeanne Evilsizer
District Clerk
Los Altos Hills County Fire District

Approved as Amended 2/21/12