

**KENTFIELD FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS MEETING**

**MEETING TYPE:** Regular – Virtual Meeting via Teleconference

**DATE:** Wednesday, October 13, 2021

**CALL TO ORDER:** 6:30 p.m. by Chairman Gerbsman. Deputy Fire Marshal Pasero led the assembly in the Pledge of Allegiance.

**ROLL CALL:** Corbet-present; Evergettis-present; Gerbsman-present; Murray-absent; Naso-present. Also in attendance were Chief Pomi, Battalion Chief Glenn, C-Shift, Fire Engineer Nelson, Accountant Horn, and Recording Secretary Wilson.

**VOTE TO CONTINUE VIRTUAL MEETINGS AB 361** – Chief Pomi explained there was a resolution to review that will allow the district to continue to have the opportunity to meet remotely; Kentfield Fire District uses the platform of Zoom. The Marin County Health and Human Services is encouraging the continuation of social distancing due to the Covid-19 pandemic. Approving Resolution 8-2021 ratifies the Governor's Proclamation of the State of Emergency, passed on June 11, 2021. This resolution will allow the District to meet remotely for the months of October, November, and December. Chief Pomi recommended the Board approve Resolution 8-2021 and asked if there were any questions. No questions were asked.

M/S Naso/Evergettis to approve **Resolution 8-2021**, a resolution of the Board of Directors of the Kentfield Fire Protection District proclaiming a local emergency, ratifying the proclamation of a State of Emergency by Executive Order N-08-21, dated June 11, 2021, and authorizing remote teleconference meetings of the legislative bodies of the Kentfield Fire Protection District for the period October 13, 2021 – December 8, 2021, pursuant to Brown Act provisions.

**OPPORTUNITY FOR PUBLIC COMMENTS:** There were no public comments made.

Roll Call Vote: Corbet-Aye; Evergettis-Aye; Gerbsman-Aye; Murray-Absent; Naso-Aye;  
Ayes: 4 Noes: 0 Absent: 1  
Motion passes

**APPROVAL OF PRIOR MONTH'S MINUTES:** M/S Evergettis/Gerbsman to approve the minutes of September 8, 2021. Roll Call Vote: Corbet-Aye; Evergettis-Aye; Gerbsman-Aye; Murray-Absent; Naso-Aye;  
Ayes: 4 Noes: 0 Absent: 1  
Motion passes

**PUBLIC COMMENT PERIOD:** As there were no members of the public in attendance, no comments were received.

**AGENDA ADJUSTMENTS:** None

**SPECIAL ANNOUNCEMENTS/PRESENTATIONS:**

- a. Fuel Reduction Projects 2021 – Chief Pomi reported there had been three more fuel reduction projects completed, each included in the Board packet. The projects are titled: *Buckeye and Goodhill Roadside*, *Crown Road Roadside*, and *Upland at Crown Roadside*. Deputy Fire Marshal Pasero, who managed these projects and worked with the contractors, was invited to give a brief overview. DFM Pasero stated they have been aggressive in utilizing the MWPA local funds to identify emergency and fire department access projects. This allowed Kentfield Fire District to work hard on fuel reduction in some of the most challenging areas within the District. These three projects focused on the Kent Woodland side and averaged about 1/3 acreage each, if not more. DFM Pasero felt the pictures depicted the substantial work that was done to remove scotch broom and other fire hazardous shrubbery. It also shows the cleanup maintenance performed to protect the native trees like redwoods and oaks. The community has provided really good feedback, especially along those areas. DFM Pasero said it is important to look at the Woodland, Crown, and Goodhill corridor as incredible important pieces of access. Accessibility to the top of our District to fight fires and a way for our community to evacuate during an emergency is very important to consider. DFM Pasero recommended the Board read the reports and informed that there are two more projects in the progress, totaling seven projects completed this season.

**UNFINISHED BUSINESS:**

- a. Kentfield Fire District Type 3 Fire Engine – Chief Pomi referenced the Type 3 Fire Engine presentation that was presented to the Board last spring. It served as an opportunity to re-review some of vehicle specifications. He stated that should the Board choose to do so, we could forward with the Type 3 Fire Engine Purchase Proposal. Fire Engineer Nelson, who has been the lead on the design and specs, was available to answer any questions by the Board. At prior meetings, the Board learned a Type 3 Fire Engine would provide better access to the roads with four-wheel drive and a short wheelbase. The Engine could be utilized on the Indian fire road and in the urban interfaces. A Type 3 would allow our firefighters to perform different types of fire attack, like mobile attack. Chief Pomi spoke about the importance of the Marin County matrix, meaning the mutual aid system that is in place to help support the Kentfield District and Marin County community. It is the safety aspect of having our own fire engine rather than an OES Engine where we are paired up with different crews from all over the bay area and the state. Crew familiarly, communication amongst the crews, and standard operating procedures that we all share

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here in Marin is very important. All in all, it would provide a safe environment for our own firefighters. Chief Pomi asked if there was any questions before moving on to address the purchase proposal. Director Naso thanked Chief Pomi for moving the idea of purchasing a Type 3 Fire Engine along and thanked Fire Engineer Nelson for taking the lead on the building specs and proposal. He feels this is something the District needs and the community deserved. Director Evergettis agreed and is in favor of moving forward with the proposal because it would make for a great addition to the fire department and certainly to the community. Director Corbet also supports the purchase of a new engine and believes it is exactly what this community needs. Director Gerbsman felt Fire Engineer Nelson and the committee did a great job in providing a very detailed report; he fully supports moving forward with the proposal.

**NEW BUSINESS:**

- a. Kentfield Fire District Type 3 Fire Engine Purchase proposal – Chief Pomi stated the staff report included in the packet offers a brief summary of the purchase proposal and what the KFD staff recommends. Page 3 and 4 of the report provides different payment options as well. Should the Board choose to take the 'Pre-Pay 100% At Contract Signing' option, it would save \$10,825 and the total prepayment would be \$471,543.50. There are other purchasing options available to the District. Chief Pomi reminded the Board about the unassigned fund balance distribution last spring where \$525,000 was assigned to the Apparatus Replacement account (#6910) in anticipation that someday this would come. The Type 3 Fire Engine purchase is actually less than the funds moved last spring. Hi-Tech Emergency Vehicle Service is a very reputable, local company in Oakdale. They come highly recommended by many departments in Marin County. They specialize in building custom Type 3 Fire Engines and are well known to have great customer service. Fire Engineer Nelson shared his experience working with Hi-Tech so far. He stated their company is a family owned shop and the communications have been very good. Hi-Tech has excellent attention to detail and currently they have about ten trucks in their shop they are completing and cycling through. Engineer Nelson requested Hi-Tech hold a chassis for KFD; they were kind enough to do so for now. The build time is estimated at a maximum of twelve months, should the District decide to purchase it now. Otherwise, it is usually about 18 months to build. The price hikes have been unbelievable in today's market but Hi-Tech's price in the proposal is firm. Hi-Tech is waiting for the District's approval but the chassis is ready to be placed on the assembly line. After much discussion, the Board agreed to option 3, 'Chassis Pre-Pay At Contract Signing'. This option requires a pre-pay amount of \$167,056.78 and includes a discount of \$5,000. The Board authorized Chief Pomi sign to the agreement, accept option 3, and provide a pre-payment check to Hi-Tech. Director Gerbsman inquired about the remaining balance of the apparatus. He requested a payment schedule be sent from Hi-Tech otherwise the assumption is to pay the remainder at chassis completion.

M/S Gerbsman/Evergettis to approve and accept the Chassis Pre-Pay at Contract Signing.

**OPPORTUNITY FOR PUBLIC COMMENTS: There were no public comments made.**

Roll Call Vote: Corbet-Aye; Evergettis-Aye; Gerbsman-Aye; Murray-Absent; Naso-Aye;  
Ayes: 4 Noes: 0 Absent: 1  
Motion passes

- b. 2021-2022 Budget Adjustment – Chief Pomi explained the next action required is to transfer \$200,000 from the Apparatus Replacement reserve account (#6910) into the Capital Outlay apparatus replacement account (#4070). This would give the District enough money to make the down payment and include the taxes. Once the District receives a payment schedule, there will be better idea of how much is going to be included in this fiscal year versus the next. Accountant Dan Hom stated this transaction will most likely affect 2 fiscal years, FY21/22 and FY22/23.

M/S Gerbsman/Evergettis to approve and accept the 2021-2022 Budget Adjustment.

**OPPORTUNITY FOR PUBLIC COMMENTS: There were no public comments made.**

Roll Call Vote: Corbet-Aye; Evergettis-Aye; Gerbsman-Aye; Murray-Absent; Naso-Aye;  
Ayes: 4 Noes: 0 Absent: 1  
Motion passes

**CHIEF'S REPORT:**

- a. California Wildfire Season –One of every eight acres in California has burned in the last ten years. Eight of the state's largest wildfires have occurred since 2017 and the trend does not show any signs of letting up. Fires are burning hotter, longer, and earlier in the year. The graph on page 2 is for informational purposes only. Running analytics on the Out of County assignments KFD has been a part of: The OES has been out for 74 days in a row, Battalion Chief Dave Glenn has been out multiple times as a Safety Officer and Strike Team Leader, while Deputy Fire Marshal Pasero has been with CAL FIRE Team 2 and Team 6. We have already surpassed the number of days out from last year's count and the season isn't over. The staff is doing a wonderful job and will continue to do so with a Type 3 Fire Engine. They are

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fully dedicated to supporting the new engine in county, out of county, with our neighbors, or wherever they need to be helping.

The last part of the report is a photo of a Petaluma fire that took place just a few weeks ago. It was a house fire that reached some nearby juniper bushes, which fueled the flames to something much larger. A photo says a thousand things and it speaks volumes. It validates all the defensible space programs we are doing and the commitment from the community with the MWPA funds. There is a tremendous amount of effort being done here to avoid fires like this.

**DIRECTOR MATTERS:** Directors provided the following information regarding their activities:

**Director Evergettis**– Reported the MWPA is making headway with much needed clearing. Environmentalists continue to be a problem. The defensible space area, which is exempt from environmental control, is being looked at by the environmentalists for some special grass that is growing. Director Evergettis hopes they do not persevere but feels they are relentless.

**CORRESPONDENCE:** Were reviewed.

**DISTRICT OPERATIONS:** September Incident Logs and Overtime Reports were reviewed.

**APPROVAL OF WARRANTS:**

M/S Naso/Gerbsman to approve September warrant 805303918 to and including 805303966 for \$537,137.68

**OPPORTUNITY FOR PUBLIC COMMENTS:** There were no public comments made.

Roll Call Vote: Corbet-Aye; Evergettis-Aye; Gerbsman-Aye; Murray-Absent; Naso-Aye

Ayes: 4 Noes: 0 Absent: 1

Motion Passes

**NEXT MEETING:** The next regular meeting will be held on November 10, 2021.

**ADDITIONAL ACTIONS:** Director Gerbsman asked for a moment of silence and thanked the firefighters for all their hard work. He hopes everyone will continue to be safe and healthy.

**ADJOURNMENT:** M/S Gerbsman/Evergettis to adjourn this meeting at 7:17 p.m. All ayes.

Respectfully submitted,

Jena Wilson  
Recording Secretary