



Beckwourth Peak Fire Protection District  
Minutes  
Regular Meeting  
July 03, 2024 05:00 PM  
180 Main St, Beckwourth, CA 96129

**1. Call to Order**

The meeting was called to order at 5:00 pm by President Richard McLaughlin.

Following Roll Call a Moment of Silence was held in Honor Of Scott Thompson.

**A. Roll Call**

Present: President Richard McLaughlin, Vice-President Daniel Smith, Director Cary Curtis, Director Melissa Klundby, Director Larry Smith

Staff Present: Chief Rosevear, Chief Osburn, Chief Cameron, Captain Villa, FF Thatcher, FF Harris, FF Lackenbauer, Safety Officer Meyers, Admin Officer Grant

**B. Pledge of Allegiance**

Led by President Richard McLaughlin

**2. Public Comments**

Bruce Lackenbauer congratulated the Board on officially taking over the district. He also thanked Chief Osburn and Admin Officer Grant for all their hard work in helping this to occur easily.

**3. Public Hearing on Annexation of Eastern Plumas Rural Fire Protection District**

Following the public hearing discussion, a motion was made to adopt Resolution 2024.05 Annexation of Eastern Plumas Rural FPD. There was very little public involvement in this hearing. Bruce Lackenbauer inquired on the amount of financial burden this annexation would put on Beckwourth Peak FPD, it was stated that EPRFPD annexation would likely be more of a benefit than a burden financially. A plan was set out in the Annexation Resolution and Terms.

Vice-President Daniel Smith motioned to approve. A second was made by Director Larry Smith.

The roll call vote:

Aye **President Richard McLaughlin** Aye **Vice-President Daniel Smith**  
Aye **Director Cary Curtis** Aye **Director Melissa Klundby** Aye **Director Larry Smith**

**4. Consent Agenda**

A. Approval of minutes from the Board Meeting held 6/5/2024.

B. Approval of District Financials for June 2024

The motion was made to accept the items included in the consent agenda.

Director Melissa Klundby motioned to approve. A second was made by Director Cary Curtis.

The roll call vote:

  Aye   **President Richard McLaughlin**   Aye   **Vice-President Daniel Smith**  
  Aye   **Director Cary Curtis**   Aye   **Director Melissa Klundby**   Aye   **Director Larry Smith**

**5. New Fire Chief Introduction**

A. Chief Jack Rosevear Introduction

Chief Rosevear introduced himself and stated the following:

He expressed his appreciation at the opportunity to be a part of the historic accomplishment and creation of the New District. He also thanked all staff that has been involved in helping him through his transition to the area, and is very grateful to be here.

Chief Rosevear has 35 years of service in Fire Protection

B. Oath of Office

Chief Rosevear recited the Oath of Office.

C. Badge Pinning

Administrative Officer and Board Clerk Grant performed the the badge pinning for Chief Rosevear.

**6. Asset Transfer Agreement from City of Portola**

The Portola City Manager was out of town at the time of this meeting, but the agreement was reviewed and will be signed when she returns.

**7. Letter Requesting the Waiver of the Individual Application Process for Current BFD and SV Fire Staff Members**

All members of the Board were in favor of waiving the requirement for current BFD and SV Fire staff to have to apply to their positions in the new district. They have all been offered the ability to keep positions that they currently hold.

Vice-President Daniel Smith motioned to approve. A second was made by Director Cary Curtis.

The motion passed with the following vote:

  5   **In Favor**   0   **Opposed**  
  0   **Abstained**   0   **Absent**   0   **Recused**

**8. Conflict of Interest Code**

A. Staff Report Concerning Conflict of Interest Code Adoption

President McLaughlin offered explanation to this complex code, he stated that all documents

were reviewed by and returned to us from our legal team.

B. Notice of Intention

No Action

C. Resolution #2024.06 to Adopt Conflict of Interest Code with Code Attached

Resolution 2024.06 was adopted, Adopting the Conflict of Interest Code for Beckwourth Peak FPD.

Director Cary Curtis motioned to approve. A second was made by Director Melissa Klundby.

The roll call vote:

Aye **President Richard McLaughlin** Aye **Vice-President Daniel Smith**  
Aye **Director Cary Curtis** Aye **Director Melissa Klundby** Aye **Director Larry Smith**

9. Policy Review

A. Policy 2130: Investment of District Funds

The Finance Committee recommends the use of CLASS for district investment management, they are highly recommended by CSDA and offer a better return on investments than other options.

Director Melissa Klundby motioned to approve. A second was made by Vice-President Daniel Smith.

The roll call vote:

Aye **President Richard McLaughlin** Aye **Vice-President Daniel Smith**  
Aye **Director Cary Curtis** Aye **Director Melissa Klundby** Aye **Director Larry Smith**

B. Policy 2150: Reserve Policy

The Reserve policy was adopted with the knowledge that actual reserve amounts will not be inputted until all of the budget numbers are more certain.

Director Cary Curtis motioned to approve. A second was made by Vice-President Daniel Smith.

The roll call vote:

Aye **President Richard McLaughlin** Aye **Vice-President Daniel Smith**  
Aye **Director Cary Curtis** Aye **Director Melissa Klundby** Aye **Director Larry Smith**

C. Policy 1145: Work Period

Motion was made to adopt the "Work Week" policy after rebranding it and adding missing info from the salary survey.

Director Cary Curtis motioned to approve. A second was made by Vice-President Daniel Smith.

The roll call vote:

Aye **President Richard McLaughlin** Aye **Vice-President Daniel Smith**  
Aye **Director Cary Curtis** Aye **Director Melissa Klundby** Aye **Director Larry Smith**

D. Policy 4235 Types of Board Meetings

Vice-President Daniel Smith motioned to approve. A second was made by Director Larry Smith.

The roll call vote:

Aye **President Richard McLaughlin** Aye **Vice-President Daniel Smith**  
Aye **Director Cary Curtis** Aye **Director Melissa Klundby** Aye **Director Larry Smith**

E. Policy 4240: Board Member Meeting Attendance

Vice-President Daniel Smith motioned to approve. A second was made by Director Larry Smith.

The roll call vote:

Aye **President Richard McLaughlin** Aye **Vice-President Daniel Smith**  
Aye **Director Cary Curtis** Aye **Director Melissa Klundby** Aye **Director Larry Smith**

10. **Committee Progress Update**

A. Finance Committee:

~Brief Budget Update

~Tax Waiver Update

Vice-President Smith stated that the cost of insurance will likely increase as we implement the new staffing model as our insurance rates rely on our budget and the number of paid employees. He also commended Corey Brumley at the County Office as being the very best customer service rep our County has on staff.

We have received a total of 9 waiver requests for the tax exemption. He feels as though there may be many more that have not yet turned in a waiver.

There will need to be some sort of acceptance or denial of waiver that we send out to those who applied for the exemption.

We also should make a form to send to those whom were approved as exempt, stating no changes were made concerning their exempt parcels, to make it easier next year.

B. Operations Committee:

~ DMV title transfers

~ update on organization & numbering schemes

~Utilities Transfer

~Admin Officer Grant reported that all but 4 of the apparatus title changes were completed, we should receive new titles soon,

~The new numbering system has been approved by the county and the sheriffs dispatch office.

~The utilities transfer is still in process.

#### C. Admin Committee

~Email Update

It was reported that we finally have an email set up for the new districts Board, Chief, and Administrators.

#### 11. **Board/ Staff Communications**

~Scott Thompsons service will be held on July 20, 2024 at the Sierra Valley Grange in Vinton.

~Chief Osburn described contact he had with the Forest Service on the lease of the Grizzly Station. FS is at this point 18 months behind on their rent. He stated that the local FS director explained that the FS would not be issuing any payments unless Beckwourth signed the Annual Operating Plan, which is a completely unrelated issue.

#### 12. **Future Agenda Items**

~C Road possible contract for service

~Social Media/ Public Relations Officer

~Tax Certification

#### 13. **Next Board Meeting**

Special Meeting for the Unsecured Tax Certification to be held July 24th @ 5:00 pm

Next regular meeting schedule for August 7, 2024

#### 14. **Adjournment**

Adjourned at 7:35 pm