



## South Santa Clara County Fire District

15670 Monterey Street Morgan Hill, CA 95037 • (408) 779-2121 • www.sscfd.com  
George Huang, Fire Chief

### MINUTES OF THE SOUTH SANTA CLARA COUNTY FIRE DISTRICT BOARD OF COMMISSIONERS REGULAR MEETING OF August 10, 2022

#### 1. Opening

##### 1.1 CALL TO ORDER

The regular meeting of the Board of Commissioners of the South Santa Clara County Fire District was held on Wednesday, August 10, 2022, remotely via Teleconference or Call In (Audio Only). Chairperson Monaco called the meeting to order at 6:05 p.m. A quorum was present via teleconference pursuant to Government Code Section 54953(e).

##### 1.2 ROLL CALL

- A. Commissioners Present: Acker, Monaco, Lewis, Lopez,  
Ludewig, Keesling, Johnson
- B. Fire District Staff: Chief Huang, BC Main,  
FC Anastasi
- C. Absent: None

##### 1.3 DECLARATION OF POSTING OF AGENDA

Per Government Code Section 54954.2 by Acting Clerk, Kathy Athey

##### 1.4 INTRODUCTIONS

Chief Huang introduced Dylan Olson, new District Staff Services Analyst and Clerk of Board of Commissioners; he will officially take the duties of clerk on October 12<sup>th</sup>, 2022.

**2. Public Comment**

None

**3. Agenda Amendments and Changes**

Per County Counsel item 5.1 will be deferred until after item 6.2

**4. Approve Consent Agenda**

**4 RESULT: APPROVED AS AMENDED [UNANIMOUS]**

**MOVER:** Lewis

**SECONDER:** Keesling

**AYES:** Monaco, Lewis, Lopez, Keesling, Ludewig, Acker, Johnson

**ABSENT:**

**4(a) Minutes Approval**

Possible Action:

- a. Approve Minutes of the June 08, 2022, Regular Meeting.

**4(a) RESULT: APPROVED [UNANIMOUS]**

**MOVER:** Lewis

**SECONDER:** Keesling

**AYES:** Monaco, Lewis, Lopez, Keesling, Ludewig, Acker, Johnson

**ABSENT:**

**4(b) Expenditure Approval**

Possible Action:

- a. Approve Expenditures from June 01, 2022 – July 31, 2022.

**4(b) RESULT: APPROVED [UNANIMOUS]**

**MOVER:** Lewis

**SECONDER:** Keesling

**AYES:** Monaco, Lewis, Lopez, Keesling, Ludewig, Acker, Johnson

**ABSENT:**

**4(c) Staff Reports Approval**

Possible Actions:

- a. 4c(1) Approve Incident Statistical Report
- 4c(2) Approve Inspector Statistical Report.
- 4c(3) Approve Volunteer Firefighter Report.
- 4c(4) Approve Mitigation Fees Report.

**4(c) RESULT: APPROVED [UNANIMOUS]**  
**MOVER:** Lewis  
**SECONDER:** Keesling  
**AYES:** Monaco, Lewis, Lopez, Keesling, Ludewig, Acker, Johnson  
**ABSENT:**

**4(d) Resolution No. 22-04 – Making Findings Pursuant to Assembly Bill 361**

Possible Action:

- a. Adopt Resolution No. 22-04 making required findings that (1) Circumstances of State of Emergency to Exist; and (2) Recommended Measures to Promote Social Distancing Continue to Exist that Require Continued Remote Meetings in Accordance with Government Code Section 54953 (e)(3).

**4(d) RESULT: APPROVED [UNANIMOUS]**  
**MOVER:** Lewis  
**SECONDER:** Keesling  
**AYES:** Monaco, Lewis, Lopez, Keesling, Ludewig, Acker, Johnson  
**ABSENT:**

**Regular Agenda Items for Discussion**

**5. Old Business Info/Action**

5.1 Approve Equipment Surplus and Disposal Plan - Action

Deferred from the June 08, 2022, meeting. Item deferred until after Item 6.3 per County Counsel.

Possible Action:

- a. Approve declaring four (4) sets of as surplus equipment and authorizing staff to dispose of the equipment. All are fifteen (15) years old; useful life is ten (10) years.

**5.1 RESULT: APPROVED AS AMENDED [UNANIMOUS]**  
**MOVER:** Johnson  
**SECONDER:** Lopez  
**AYES:** Monaco, Lewis, Lopez, Keesling, Ludewig, Johnson  
**ABSTAIN** Acker

**6. New Business**

6.1 Annual Mitigation Report - Action

Possible Action:

- a. Accept annual Mitigation report for the period ending June 30, 2022.

**6.1 RESULT: APPROVED [UNANIMOUS]**  
**MOVER:** Keesling  
**SECONDER:** Acker  
**AYES:** Acker, Monaco, Lewis, Lopez, Keesling, Ludewig, Johnson  
**ABSENT:**

6.2 Approve annual Grant report – Action

Possible Action:

- a. Approve annual Grant report for the period ending June 30, 2022.

**6.2 RESULT: APPROVED [UNANIMOUS]**  
**MOVER:** Acker  
**SECONDER:** Ludewig  
**AYES:** Acker, Monaco, Lewis, Lopez, Keesling, Ludewig, Johnson  
**ABSENT:**

6.3 Approve policy 3615- Surplus and Disposal of Surplus Property – Action

Possible Action:

- a. Approve Policy 3615 – Surplus and Disposal of Surplus Property, that has been reviewed and approved by County Counsel as to form and legality.

**6.3 RESULT: APPROVED [UNANIMOUS]**  
**MOVER:** Lewis  
**SECONDER:** Acker  
**AYES:** Acker, Monaco, Lewis, Lopez, Keesling, Ludewig, Johnson  
**ABSENT:**

#### 6.4 Independent Audit Status – Information

Receive status of independent audit for the Fiscal Year 2021-2022 and timeline for completion.

Kathy Athey reported that the independent audit would begin on August 30, 2022. The Board may be contacted independently by the auditors.

#### 6.5 Year-end Preliminary Financial Status – Information

Receive report on year-end revenues, expenditure, and fund balance as of June 30, 2022.

Kathy reported the projected revenues, expenditures and fund balance as follows:

	Fund 1574	Fund 1575	Total
Total Revenue	\$ 6,588,916.72	\$ 82,636.63	\$ 6,671,553.35
Total Expenditures	\$ 6,351,723.41	\$ -	\$ 6,351,723.41
Net Revenue/Expenses	\$ 237,193.31	\$ 82,636.63	\$ 319,829.94
Beginning Fund Balance	\$ 3,547,778.65	\$ 358,083.18	\$ 3,905,861.83
Ending Fund Balance	<b>\$ 3,784,971.96</b>	<b>\$ 440,719.81</b>	<b>\$ 4,225,691.77</b>
Loan	\$ 511,371.82		\$ 511,371.82
A/P Reconciliation	\$ 194,337.00		
A/P Misc. - Accruals	\$ 1,542,046.00		
Total Assets	\$ 6,032,726.78	\$ 440,719.81	\$ 6,473,446.59

#### 7. Request for Future Agenda Items

Note: in accordance with Government Code Section 54954.2(a), there shall be no discussion, debate and/or action taken on any request other than providing direction to staff to place the matter of business on a future agenda.

Fire District of California (FDAC) membership

#### 8. Chief's Report

Chief Huang reported the following:

- CAL FIRE currently has two incidents in Northern California resulting in significant resource requests. One is the McKinney Fire in Siskiyou County, and the other is the Lightning Complex in Humboldt County. We are supporting with a strike team of CAL FIRE type III's and both of our firefighter hand crews are enroute as a mixed strike team from Santa Cruz.
- Governor's office passed the CAL FIRE budget.

Chief Main reported the following

- On June 10, 2022, South Santa Clara Fire Protection District responded to incident (incident #4173) at the location 7155 Redwood Retreat Area. The fire burnt approximately 3 acres. The cause of the fire was caused by a powerline that sparked the incident.
- On July 1, 2022, South Santa Clara County Fire Protection District at 20:03 hours responded to an incident (Incident #4791) at the location of 14070 Llagas Ave, San Martin. The incident was a hot trash.
- On July 8, 2022, South Santa Clara County Fire Protection District at 12:58 responded to an incident (Incident #4979) at the location 15475 Armsby Ln, Morgan Hill. The fire burnt approximately 5 acres. The cause of the fire was to be determined by equipment failure.

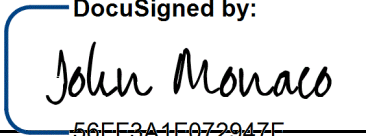
**Commissioner Comments**

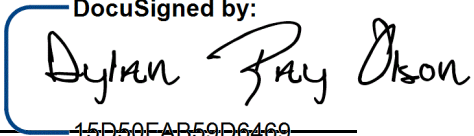
- Commissioner Keesling commented about the quick responses to the recent fires and that he was receiving positive feedback from the public.
- Commissioner Johnson discussed the District rejoining the Fire District Association of California (FDAC) and to be added to the next agenda. He also extended his thanks towards Chief Tim Main for his ride-along around the South Santa Clara County Fire District and extended his thanks to everyone.
- Commissioner Ludewig is enjoying the incident notifications and updates the staff is providing. He also extended his thanks to the District fire crews that handled the fire that burnt 2 acres near the Monterey Mushroom Company.
- Commissioner Acker – No comments.
- Commissioner Lewis – No comments.
- Commissioner Monaco is also enjoying the incident notifications and updates.
- Commissioner Lopez – No comments.

**9. Next Meeting is October 12, 2022**

**10. Adjourn Meeting**

*There being no further business, the meeting adjourned at 6:45 p. m.*

ATTEST:   
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 John Monaco, Chairperson

  
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 Dylan Olson, Secretary