



GEYSERVILLE FIRE PROTECTION DISTRICT

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MINUTES OF THE SPECIAL BOARD OF DIRECTORS' MEETING

WEDNESDAY MARCH 16, 2016 AT 7:00 PM

At the Geyserville Fire Station #1, 20975 Geyserville Avenue, Geyserville

1. OPENING GREETING:

- a. The meeting was called to order by President Pau Bernier at 7:00 p.m.
- b. Pledge of Allegiance
- c. Roll Call: Rob Stewart, Harry Bosworth, Tatsuo Okaya, and Paul Bernier were present. Fire Chief Marshall Turbeville was also present.
- d. Approval of the Agenda: It was noted that President Paul Bernier, not President Rob Stewart, called the meeting to order. **A motion was made and seconded (Stewart/Bosworth) to accept the agenda with that change. All ayes.**

2. PUBLIC DISCUSSION: None

3. COUNTY AUDITOR-CONTROLLER SEPARATION PAPERWORK: The following documents were included in agenda packets for review:

- a. Separation To Do List
- b. Letters of Separation:
 - Draft formal letter to the Sonoma County Treasurer notifying them of our request to withdraw funds from the Treasury and date this will begin.
 - Draft formal letter to Sonoma County Auditor-Controller's Office notifying them of our intent to remove our accounting services from their office and date this will begin.
- c. GFPD Financial Policy
- d. GFPD Investment Policy
- e. Resolution 15/16-0413-01 Establishing an Alternative Depository and Authorized Transfer of Funds
- f. Resolution 15/16-0413-02 Appointing a District Treasurer

Michael Pigoni reviewed some of the history behind the research done by other fire districts and the steps leading to their separation from the County Auditor-Controller, led by Rancho Adobe Fire Protection District. He noted that other fire districts laid the groundwork by hiring legal advisors and approaching other fire districts, such as Contra Costa County, for their guidelines. Most of the procedures detailed in the resolutions and policies are just good accounting guidelines, which this District should be following anyway. Michael Pigoni also explained some of the research that went into the fire districts' decision to use Summit Bank, including reasons other banks were not suitable. **A motion was made and seconded (Bosworth/Okaya) to appoint Michael Pigoni as the District Treasurer. All ayes.**

A motion was made and seconded (Bosworth/Okaya) use Summit State Bank as the Geyserville Fire Protection District's bank and to take the necessary steps to prepare for the April 13th board meeting, including purchasing Quickbooks and creating a \$10,000 Summit State Bank warrant claim to open an account. All ayes.

Bonding was also discussed. Michael Pigoni explained the Crime Policy that currently covers the District through FAIRA. The Board asked to see the email from FAIRA explaining the Crime Policy and Public Official Bond. The Board will further consider whether to purchase Public Official Bonds or use the Crime Policy provided by FAIRA.

4. **GOOD OF THE ORDER:** Rob Stewart noted that he met with Michael Pigoni and Anneke Turbeville earlier in the day to go over the CalPERS questionnaire. He announced that it was decided to research the least and most expensive options, including retirement for Anneke and prior service credit for everyone, in order to understand all the potential costs.

Harry Bosworth reminded everyone of the corned beef and cabbage dinner on Saturday night.

Chief Turbeville noted that March 28th is the regional meeting.

5. **ADJOURNMENT OF THE MEETING:** A motion was made and seconded (Stewart/Bosworth) to adjourn the meeting at 8:20 p.m. All ayes.

Minutes approved as written- Motion/Second: Bosworth/Petersen

Clerk of the Board: Anneke Turbeville

Date: 4-13-16

The District does not transcribe its proceedings. Anyone who desires a verbatim record of this meeting should arrange for attendance by a court reporter or for other acceptable means of recordation. The public is allowed to use any form of audio or video recording, absent a reasonable finding by the Board that this action will disrupt proceedings. Such arrangements will be at the sole expense of the individual requesting the recordation. Questions about this agenda – call the Fire District's Office at 707/857-4373.