

SIERRA CITY FIRE PROTECTION DISTRICT

229 Main St., P.O. Box 516, Sierra City, CA 96125

Saturday, May 9, 2026

8:00 a.m., Sierra City Community Hall

MINUTES

- 1) Call to Order: at 8:00 a.m. Establish Quorum: Present were Commissioners; Glen Haubl, Bob Latta, Karen Livingstone-Campbell and Rich Smail. Quorum established.
- 2) Adopt Agenda: Motion to adopt the agenda, moved by Commissioner Karen Livingstone-Campbell, Seconded by Commissioner Rich Smail, approved by all Commissioners.
- 3) Approve the Minutes. Motion to Approve the Minutes for April 11, 2026, moved by Commissioner Karen Livingstone-Campbell, Seconded by Commissioner Rich Smail, approved by all Commissioners.
- 4) Treasury Report & Bill Pay:
 - a) Bill Pay total presented by Commissioner Glen Haubl for May of 34,716.57. The Payees include, Wild Bill Repair \$1,051.73, Precision Electric \$751, PGE \$262.73, ISU Atwood Agency \$10,246.25, Fire Risk Mgmt Services FRMS (workers comp \$7,684, adjustment \$2,659, 2022-2023 payroll adj \$3,439), Ferrellgas (\$847.89, \$21.45, \$21.45, \$60), CalKing Pest \$315, Banner (radios) \$7,357.07. A motion was made for the approval of the Bill payments as presented, by Commissioner Karen Livingstone-Campbell seconded by Commissioner Rich Smail; approved by all Commissioners.
 - b) The Sierra County Sierra Fire District account balance is \$122,000 which is prior to the property tax income distribution.
 - c) Commissioner Glen Haubl will defer the report on a financial picture for the ability to purchase a new fire truck.
- 5) Correspondence: None.
- 6) Announcements:
 - a) Firepaloosa event 10-2pm is on June 6, 2026 is being held at the Old Sierraville school aimed at community education with lunch included. All Firewise Sierra County towns are invited to participate.
- 7) Public Testimony:

- a) The Sierra City Firewise event at the Sand Shed was a success with good attendance.
- b) Commissioner Karen Livingstone-Campbell raised concerns about striving to maintain good fiscal oversight given a sad example of Nevada county's Fire Safe Commission that is being charged with fraud.

8) Old Business:

- a) Sierra City Fire Auxiliary.
 - i) The Auxiliary budget for 2026 was presented to the Commission.
 - ii) The Commission would like to know what project(s) the auxiliary has in mind for this year. Tammy stated:
 - (1) There is a plan to paint the 2 sides of the building not previously painted.
 - (2) Repairs to the chinking are needed.
 - iii) The Auxiliary will keep the Certificate of Insurance for the Downieville Classic Mountain Bike Race in their files as needed as part of the Sierra City Community Hall rental. The Sierra City Fire Protection District is listed as the insured.

9) Discussion/Action: Fire Chief report – Report by SCVFD Eric Kubly, Co-Deputy Fire Chief.

- a) For the months of April and May, there were a couple of traffic accidents and one medical incident. One car went off the edge on highway 49, and the driver was assisted out of the vehicle and went to the hospital. The other incident, a box truck drove off a curve on highway 49, and the two occupants were able to get out of the vehicle and were then taken to the hospital. The medical incident was a very ill female who was flown to Renown in Reno.
- b) Apparatus -
 - i) Water Tenders –
 - (1) The tender 7991 the hose and the fitting will be replaced.
 - (2) The tender 7992 the hose and the fitting will be replaced.
 - (3) The tender 7992 has a scene light out.
 - ii) The Rescue Truck 7931 needed a new jump pack.
 - iii) New call numbers, required by the National Fire Protection Association (NFPA), will be added to the top of all vehicles by Grass Valley Sign. Chris Campbell will research the cost and timing for installation.
 - iv) Side By Side – Obtaining additional equipment for the Side-By-Side is in the plan for 2026 to be funded by the Volunteer Fire Department. The department is putting together a medical bag and shifting supplies from other apparatus.

v) Discussion about a new Fire Truck.

- (1) Eric Kubly, Scott, Chris, Karen and Steve went to Tahoe City North Tahoe Fire District to view their 'new' Quick Attack (QTac) truck and review its specifications. QTac has built 30+ engines since delivering their first PTO truck for North Tahoe Fire.
- (2) Commissioner Glen Haubl reported that he saw a Fire Truck similar to 7966 sell at auction in Reno for \$85k. This may be useful in determining the price for 7966. Auctions are tricky because it depends on the persons attending and their needs so the price can vary significantly.

vi) There was a discussion raised by Commissioner Rich Smail on the possibility of selling 7900, known as the 'Chief's vehicle'. It is also known as a secondary medical truck. Co-Deputy Chief Eric Kubly agrees with the idea of selling it. Sierra Valley Fire District has shown some interest in acquiring more apparatus.

- (1) Therefore, a motion was made by Commissioner Karen Livingstone-Campbell to pursue selling Fire Trucks 7966 and 7900, seconded by Commissioner Rich Smail, approved by all Commissioners.

c) Fire Hydrants –

- i) Follow up is needed with all water companies and landowners for evidence in the form of a report on water pressure, capacity and flushing for all 70 hydrants. There was proposal to submit a formal request to all hydrant owners from the Commission. This was handed to Commissioner Glen Haubl to write a letter and send it – no status.
- d) Radios – All the new Kenwood Radios were programmed successfully by Banner Communications and delivered to Sierra City. The invoice will now be paid.
- e) The AED donated by the Auxiliary was installed successfully at Sierra Pines. There may be another AED installed at the Sand Shed in the future.
- f) There is a meeting with CalFire, US Forest Service and OES for the 5-year Firewise assessment. Properties will be surveyed and projects picked. This is required to maintain Firewise recognition. Participants are Scott Hall, Sarah and Eric Kubly and hopefully, Danielle.
- g) Items that have been identified as surplus at the Sand Shed and the Bassett's Fire House will be available for purchase at the Sierra City About Town Garage Sale on May 24th.
- h) There was a successful CPR AED training on Sunday, April 19th at the Sand Shed for 6+ department members and one Pike volunteer firefighter led by RN Bobbie McKensie.

There will be another training next year for those department members that need recertification.

- i) The Sheriff's office is taking the full dispatch function 24/7 as of May 15th. This is good news for Downieville to have Stephanie as an additional medical resource and have professionals running the dispatch.
- j) The Bassetts Fire House cannot be used because of severe mold, leaks and dry rot. There was a discussion about next steps since it's not being used. If needed, the Siren can be put into a utility box. The fire house property may have been donated – topic deferred.

10) Discussion/Action: Grants report: Commissioner Bob Latta, Sig Ostrom and Sharon Dobija.

- a) Commissioner Bob Latta reported that paperwork has been submitted for one grant for the Hayes System for \$1.2 M with another grant submission in progress.

11) Discussion/Action: Water Protection and Water Companies:

- a) There was a report that the Hayes water pipe is leaking significantly near the bridge to the Transfer Station. Commissioner Glen Haubl stated that the Hayes 'water system' maintenance is owned by the District which is confirmed by the wording in the 'Agreement for Use of Surplus Water'. As stated in the contract, "The District shall be solely responsible for all cost, upkeep, maintenance and liability insurance of all water works, pipelines, flumes and ditches that may be used by District in exercising District's privileges hereunder." Next steps to be determined.
- b) Commissioner Rich Smail reported that the leak on the Hayes pipe by Cindy Elsmore's house was fixed.
- c) No status on the letter to be submitted to the water companies for their water system maintenance. Commissioner Glen Haubl assigned to create the letter.

12) Discussion/Action: Bylaws: Commissioner Bob Latta, Commissioner Glen Haubl

- a) Discussion around changing the day and time of the Commission meeting, which is currently listed as the second Saturday of every month at 8:00am at the Community Hall.
 - i) It was proposed that the new meeting would be the second Tuesday of each month at 4pm. The Bylaws need approval to implement the change which at minimum will take 2 months. Commissioner Glen Haubl created an updated draft Bylaws for the May 2026 meeting.
 - ii) Changes Summary:

- (1) Change the meeting day from the second Saturday of every month at 8:00 am to the second Tuesday of every month at 4:00 pm.
- (2) There will be a District website created to post meeting minutes and agendas and various other links and documents.
- (3) Create an adoption of electronic meetings. However, Commissioners that attend electronically will not be part of the official quorum and cannot vote unless they are disabled.
- (4) Re-wording of the duties of the Fire Department Chief to include the Co-Deputy Chief(s) if no Chief has been appointed. The Co-Deputy Chief will have the same authority as the Fire Department Chief.
- (5) Section 3.h "The Chiefs have the authority to incur obligations and expend District Funds shall be established by ordinance or resolution of the Commission, prior to incurring obligations or expending District Funds."
- (6) Section 3.i "The Chief can donate (Fire) Department funds to the District and designate the funds to pay Fire Department *Budget Items*."
- (7) Updated the votes summary and signature page.

iii) This was the first of two reviews of the updated Bylaws.

13) Discussion/Action: Website for the Sierra City Fire Protection District: - Commissioner Karen Livingstone-Campbell

a) Design elements in progress for the new website with input from Eric Kubly.

14) Adjournment: Commissioner Rich Smail motioned for adjournment of the meeting, seconded by Commissioner Karen Livingstone-Campbell, approved by all Commissioners. The meeting was adjourned at 9:25 a.m. The next meeting is scheduled for Saturday, May 9, 2026, at 8:00 a.m. at the Sierra City Community Hall.

Respectfully submitted,

Karen Livingstone-Campbell