



# Quincy Fire Protection District

Board of Directors

Meeting March 9, 2023

Feather River Bulletin Conference Room

287 Lawrence St. Quincy, CA 95971

- I. Chairman Mike Taborski called the meeting to order at 8:00 a.m. with Treasurer Andy Ryback, Commissioner Johnny Mansell, Fire Chief Robbie Cassou, Administrative Secretary Karrie White
- II. Public Comment:
  - None
- III. Mansell made a motion to approve February 9, 2023, meeting minutes. Taborski seconded the motion; the motion was approved.
- IV. Financial Report: Treasurer Ryback
  - a. Ryback: Karrie provided financials for January noting it was an exciting month. In salaries and benefits, we had the Fasis workman compensation insurance quarterly payment for \$13,458.00, in maintenance and equipment safety an SCBA recalibration of a little over \$1k, maintenance building and grounds an expense of almost \$5K for the generator grant ballads.

Utilities are high due to a couple of months of posting for PGE, propane costs were high in November, and December bills were posted in January. Taborski questioned why it had doubled, Ryback explained it was winter and also noted to heat the buildings during the Christmas Dinner and Installation dinner contributed.

Ryback noted we had some tax revenue come in. The Mosquito Fire for the strike team of \$42K. He mentioned if the county is still behind we should have some more revenue coming in February. The cash balance remains in the 2 million dollar range.

Karrie: I spoke with Martee Nieman at the Auditors' office and she informed me that we will not be receiving our monies until March 31. Ryback asked how much money do we have in the Plumas Bank account and Karrie informed the board roughly it is close to \$9,000. Mansell thought that is not enough and suggested we inform Debra Lucero maybe she can help since she was all for us getting at least half of our monies. Taborki thought it seems we have enough time to juggle, if we have to take out a loan from Quincy Fire Inc to cover the costs.

Ryback said that Karrie provided a link to a zoom meeting with Five Star Bank. "I met with the individuals from Five Star, Jerry Legg, and I think their account is a definite go. The Money Market account is at 3.25% with no account fees. The checking account, there are no fees on that. Five Star keeps it simple and only deals with public agency funds.

Mansell: So we're saying all our banking thru Five Star Bank Ryback: I think that makes sense Plumas Bank can not compete with their percentage. Taborski said I'd rather do business locally than out of town. Ryback: There is a significant amount of difference, it would be in the District's best interest to do so, we could do it at Plumas Bank but it would be a 11-month time deposit as opposed to a Money Market account where you could pull funds if needed into the operating account.

Ryback made a motion to move the account over to Five Star Bank, Mansell seconded, the motion was approved. Karrie handed out the account signer information, once that is signed she will get the account going.

Karrie: I have been working with QuickBooks online payroll specialists and was informed that they do not support the Nationwide 457B retirement on their W-2s, I emailed John Kimmel and was informed they can do the W-2s manually if the District needed it. The board unanimously felt it was a good idea to move to the desktop version.

Taborski wanted a backup system, and Karrie informed the board QuickBooks offers a cloud version backup for the desktop and Chase Hume has installed a removable backup hard drive that she can lock up in the safe. Taborski supported the idea with Mansell agreeing to use the cloud base backup.

Taborski asked about the email regarding the 218 agreement with Social Security Administration. Karrie said it was explained to her that if employees and employers pay 6.2 into Social Security, and are contributing to a retirement pension plan you can not go over a certain percentage as per Federal Law.

The District was given two options: one go into a 218 agreement and the District will not be held accountable for contributions if we go above the 7.4 % for pensions and social security withholdings. The other is to keep the withholding to SS at or under the 7.4% percentage.

Mansell asked if this coming from CalPERS? Karrie answered that no, CalPERS reports to SSA we have an agreement for health insurance, along with contributions to Nationwide as part of the arrangement to have the health insurance.

The SSA contacted Karrie and she had a zoom meeting to discuss the 218 agreement and what it means for the District since we have never been separate from the County of Plumas.

She was informed that the County has a 218 agreement which is why they can do both and not be penalized. She was also informed by Alexa Montecalvo that since we have not completed the separation until April 1, 2023, the district was okay but moving forward with our payroll we needed to understand the requirements to comply with federal law.

Chief Cassou informed the board that Karrie has been researching other health insurance and will be changing from CalPERS to a different plan. The board agreed to defer until next board meeting regarding the 218 agreement.

**b. Claims Signed:**

- None

**V. Other Business:**

**a. Fire Station 2 replacement:**

- Mansell: I spoke with Todd Alward to do an appraisal but he is no longer doing them, I will followup with Skip Partlow in the next week or so. Robbie: I have not contacted ISO to see if it would effect our ratings as of yet, Taborski suggested we wait until we see what Skips wants for the piece of property before we act on anything.

**b. Discussion, and possible action regarding the purchase of Andy's Way property:**

- Robbie: the last tenants were given a notice by Quincy Realtors to evict the premises on the first of the month and that was four weeks ago. The tenants were suppose to be out a few weeks ago I follow up with Jan Fletcher.

**c. Discussion and possible action regarding the progress of the LaPorte Facility project:**

- No new updates at this time. Mansell will follow up on the status of the transfer of property by the county.

**d. Discussion and Possible actions on implementing a financial policy for the District:**

- Ryback: Karrie have you questioned the CPA about the financial policy and what their thoughts are? She said yes, she emailed Joanne Berry and spoke with her on the phone and she said it would be good to idea to have a policy in place. Karrie is currently working with her assistant Gia Kudrett on the 2-year audit.

Ryback agreed with the idea saying we can always make changes as it calls for in setting these policies. Ryback made a motion to approve the financial policy with amendments to be incorporated as the transtioning take place if needed. Mansell seconded, motion approved.

e. Discussion and Possible actions on Bequette & Kimmel CPA

- Taborski: At the last meeting, I was going to speak with John Kimmel and I have not as of yet, deferring to Karrie who said she has talked with John and he referred her to Kathy Pricer. We discussed the 218 agreement and the online Quickbooks issue with the W-2's.

John said they can manually do the W-2's if we need them to. Karrie said she thinks we need as a district to make an appointment and define what we are expecting from Bequette and Kimmel, Taborski asked Karrie to call the office make an appointment for 15-30 minutes so he and she can discuss the future ongoing relationship with Kimble's firm.

- Taborski: Adjourned for the morning session at 8:40 am with plans to reconvene at 12:00 pm regarding personnel; interviewing and reviewing applicants for a new fire chief.

**VI.** Chairman Mike Taborski reconvened the meeting at 12:00 pm with Treasurer Andy Ryback, and Commissioner Johnny Mansell present. Taborski made a motion to go into closed session, Mansell seconded, motion approved.

**VII.** Closed Session:

- Personnel exemption as per Gov't Code 54957 (b)(1) Closed session to review and interview applicants for the Fire Chief's position opening in July 2023

The Board of Directors interviewed applicants and made the decision to offer the position to Deputy Chief Frank Carey effective May 1 2023.

A motions was made by Andy Ryback to adjourn the meeting, Mansell seconded, the motion carried and the meeting was adjourned by Chairman Taborski at 2:45 p.m.

Submitted :

 4/22/23

Chairman Taborski

Date

BOC 3/09/2023