

**WILLIAMS FIRE PROTECTION AUTHORITY**  
**810 E Street, Williams, California**  
**Regular Meeting of the Board of Directors**  
**Monday, September 16, 2024**

**MINUTES**

A regular meeting of the Williams Fire Protection Authority Board of Directors was called to order at 1732 hours by Chairperson, Doug Turner.

Director's Present: Kate Dunlap, Allen Gobel, Kelly Lewis, Don Parsons, Doug Turner

Alternates Present:

Staff Present: Chief Gilbert, Kara Alvernaz, Mary Pineda

Other Present: John Troughton, Charlie Simpson (Base-Camp Environmental)

Kate Dunlap moved to approve the minutes of the August 19, 2024 regular meeting. Motion was 2<sup>nd</sup> by Allen Gobel. **Motion passed. Ayes 5 Noes 0 Absent 0 by the following vote: Dunlap – aye, Gobel – aye, Lewis – aye, Parsons – aye, Turner – aye.**

The Financial Reports dated 8/31/2024 and the 8/1– 8/31/2024 Check Register were presented and discussed. Kelly Lewis moved to accept the Financial Reports and approve Check Register listing Checks # 19395 – 19541 out of Umpqua Bank Checking xxxxx1215 totaling \$378,144.07 and Check # 208 out of Umpqua Impact Fee Fund xxxxx1223 totaling \$4,515.25 and Check #1016 out of Umpqua Bank Capital Equip. Rep. Fund XXXXX6829. Motion was 2<sup>nd</sup> by Allen Gobel. **Motion passed. Ayes 5 Noes 0 Absent 0 by the following vote: Dunlap – aye, Gobel – aye, Lewis – aye, Parsons – aye, Turner – aye.**

The 2024-25 Mutual Aid Income and Expense Report was presented and discussed with the board.

Chief's Report:

- The August 2024 Stats were presented, year to date there have been 697 calls.
- Reported on a recent elevator fire at a local Orchard Facility.
- Engine 3011 is back from the maintenance shop.
- Two local manufacturing facilities have been ordered to stop work after failing to submit fire plans to the fire department.

Discussion was held regarding the E Street Project. Chief Gilbert stated that there had been concerns brought up by citizens regarding the emergency response down E Street with a center divide running down the center. Concerns were also brought up regarding the ability to access residences/buildings on the north and south of the dividers. Chief Gilbert announced that there had been a staff meeting earlier in the week regarding the concerns and that they would be waiting for the engineer to present official plans.

Kara Alvernaz presented the board with the Audit Report for the fiscal year that ended 06/30/2023 as presented by Perry, Bunch, and Johnston CPAs. Kara asked that the board review the report and that they ask questions if they had any before the October meeting because she will need it approved at next month's meeting and will not be present to answer questions.

Chief Gilbert reported that the Authority had received a Department of Forestry and Fire Protection (Cal Fire) Volunteer Fire Capacity Program Grant Award to purchase wildland equipment (portable radios and wildland boots). Total cost of project is \$19,685.00. The Authority share will be 9,842.50. Allen Gobel moved to adopt Resolution No. 24-03 – A resolution approving the Department of Forestry and Fire Protection Agreement #7GF24107. Motion was 2<sup>nd</sup> by Don Parsons. **Motion passed. Ayes 5 Noes 0 Absent 0 by the following vote: Dunlap – aye, Gobel – aye, Lewis – aye, Parsons – aye, Turner – aye.**

Charlie Simpson from Basecamp Environmental attended the meeting and updated the board on the status of the NEPA/CEQA study for the fire station on the East side. Allen Gobel moved to adopt Resolution No. 24-04 – The Initial Study/Mitigated Negative Declaration for The Williams Fire Station. Motion was 2<sup>nd</sup> by Kate Dunlap. **Motion passed. Ayes 5 Noes 0 Absent 0 by the following vote: Dunlap – aye, Gobel – aye, Lewis – aye, Parsons – aye, Turner – aye.**

The meeting was adjourned at 18:20 hours.

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Doug Turner, Chairperson

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Jeff Gilbert, Board Secretary