



**MINUTES OF THE
CRESCENT FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS**

**REGULAR MEETING HELD
APRIL 14, 2025
AT 5:00 P.M.**

1. OPEN SESSION

1.1 CALL TO ORDER

Chair Nelson called the meeting to order at 5:00 PM.

1.2 ROLL CALL

Board members present:

- Chair Jim Nelson
- Director Jim Erler
- Director Rick Kelley

Board members absent:

- Vice Chair Dave Short

Vacant:

- 1 seat

Staff members present:

- Fire Chief Kevin Carey
- Administrative Specialist Vanessa Duncan
- Fire Captain Beau Smith

1.3 FLAG SALUTE

The Pledge of Allegiance was led by Director Kelley

2. PUBLIC PARTICIPATION

No public comment at this time.

3. CONSENT CALENDAR

3.1 APPROVE MINUTES OF THE REGULAR MEETING OF MARCH 10, 2025

3.2 APPROVAL OF WARRANT CLAIMS FOR PERIOD COVERING MARCH 2025

The following citizen addressed the Board:

Sam Straight: expressed his appreciation for having a sensible consent calendar.

On a motion by Director Erler, seconded by Director Kelley, motion carried 3/0/1/1 with Vice Chair Short being absent and one Board seat being vacant; the Board of Directors approved the Consent Calendar.

4. NEW BUSINESS

Take action as necessary and appropriate.

4.1 REVIEW AND INTERVIEW APPLICANTS FOR BOARD VACANCY

RECOMMENDATION

1. Receive letters of interest
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Interview candidates

The following citizens addressed the Board:

Bill Steven, Kristen Freiwald, Rick Borges, Bill Paquette, Jason DuBois, Cooper Maxwell: voiced their support and recommendation for of candidate Jon Maxwell.

4.2 APPOINTMENT OF NEW BOARD MEMBER TO FILL VACANCY

RECOMMENDATION

1. Discuss and determine the most qualified candidate for appointment
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Appoint and administer oath to the selected candidate

The following citizens addressed the Board:

Roger Gitlin and Sam Straight: both requested to pose a question directly to the candidates. They were advised to refrain, as all questions and comments were to be directed to the Board rather than the candidates being interviewed. Sam Straight then addressed the Board regarding the direction of the fire department, specifically in relation to the types of calls being responded to.

Following Board discussion and deliberation, Item 4.2, Appointment of New Board Member to Fill Vacancy, was tabled as the Board was unable to reach a majority vote in favor of either candidate.

4.3 ELECTION OF BOARD OFFICERS FOR 2025-2026

RECOMMENDATION

1. Technical questions from the Board
2. Take public comment
3. Further Board discussion
4. Take nominations for Board Chair
5. Elect Board Chair
6. Take nominations for Board Vice Chair
7. Elect Board Vice Chair
8. Confirm results of officer elections

Item 4.3, Election of Board Officers for 2025–2026, was tabled due to the absence of a Board member and the current vacancy on the Board.

4.4 DECLARE SCBA EQUIPMENT AS SURPLUS AND APPROVE SALE AND/OR DONATION

RECOMMENDATION

1. Receive staff report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Approve the sale and/or donation of surplus SCBA equipment

On a motion by Director Kelley, seconded by Director Erler, motion carried 3/0/1/1 with Vice Chair Short being absent and one Board seat being vacant; the Board of Directors approved the sale and/or donation of surplus SCBA equipment.

4.5 DECLARE ENGINE 5133 AS SURPLUS AND APPROVE SALE

RECOMMENDATION

1. Receive staff report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Approve the sale of Engine 5133

Following discussion, the Board directed staff to research the potential for generating revenue by exploring the option of renting Engine 5133 to CAL FIRE, rather than proceeding with a sale at this time. No formal action was taken.

4.6 APPROVAL OF COPIER LEASE RENEWAL AGREEMENT WITH CANON

RECOMMENDATION

1. Receive staff report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Approve and authorize signing of lease agreement with Canon

On a motion by Director Erler, seconded by Director Kelley, motion carried 3/0/1/1 with Vice Chair Short being absent and one Board seat being vacant; the Board of Directors approved and authorized staff to sign the lease agreement with Canon.

5. OLD BUSINESS

Take action as necessary and appropriate.

No old business at this time.

6. CHIEFS REPORT

Take action as necessary and appropriate.

Update on current matters and those in progress

6.1 RESPONSES OCCURRED BETWEEN: 03-01-25 to 03-31-25

Chief Carey provided a report on the calls for service during the month of March, highlighting a significant fire incident that lasted approximately ten hours. He commended the dedication and commitment demonstrated by members of the fire department during the response.

7. BOARD COMMENTS

The Board requested that staff include an item related to Cooper Station on the agenda for the next meeting.

8. ADJOURNMENT

There being no further business to come before the Board, Chair Nelson adjourned the meeting at 6:27 PM of the Crescent Fire Protection District Board of Directors to the next regularly scheduled meeting on May 12, 2025 at 5:00PM.

ATTEST:

A handwritten signature in black ink that reads "Vanessa Duncan". The signature is written in a cursive style with a large, prominent "V" and "D".

Vanessa Duncan, Clerk of the Board
Crescent Fire Protection District