

Battle Creek Fire Protection District

Minutes of the Annual Meeting February 9, 2023

Annual Meeting of Battle Creek Fire Protection District was called to order on February 9, 2023 at 6:30 PM by President John Esposti in the Hayward Fire Hall with Directors Doug Cogan, Ray Summers, Leo Van Sambeek, Wayne Kummer, Levi Van Sambeek, and Assistant Fire Chief Dave Lindblom and Accounts Manager Garrett Dixon also in attendance, constituting a quorum.

2021/2022 Highlights: President Esposti read a summary list of major highlights of the Battle Creek Fire District's past year and is included in the minutes as an attachment.

Election of Directors: Esposti called for nominations to fill two vacancies on the board for the Keystone geographic area and any other nominations from the Hayward and Hermosa geographic areas. Incumbents Ray S. (Hayward) and Leo V. (Hermosa) chose to remain on the board. Two nominees from the Keystone area have volunteered to serve and were nominated by John Esposti; however, they were unable to attend the meeting, they are: Casey McNulty and Jack Bradt. There being no additional nominations from the floor, the chair called for a motion to close nominations. Leo V. moved ***to close nominations and to accept the new slate directors by Acclimation*** the motion was seconded by Levi V, there was no discussion; the motion passed.

Esposti thanked departing directors Wayne Kummer and Doug Cogan for their work on the board. The 2023 slate of directors now includes John Esposti, Leo Van Sambeek, Levi Van Sambeek, Ray Summers, Jack Bradt and Casey McNulty.

Election of Officers: Ray S. nominated John Esposti as President; Levi V. seconded. Ray S. nominated Leo V. as Vice President; Levi V. seconded. Ray S. nominated Levi V. as Treasurer; Leo V. seconded. Levi V. nominated Ray S. as Secretary; Leo V. seconded. Ray S. moved ***to closed nominations and there being no additional nominations, to accept by acclamation the slate of officers***, Leo seconded, there was no discussion. *The motion passed.*

2023 Slate of Officers:

- President – John Esposti
- Vice President – Leo Van Sambeek
- Treasurer – Levi Van Sambeek
- Secretary – Ray Summers

Secretary Report: All members having received the 2022 Annual meeting minutes in advance to the meeting it was agreed to dispense with the reading of the minutes. There being no corrections or additions it was moved by Leo V. and seconded by Ray S. to ***approve the minutes to the 2022 annual meeting***, the motion passed.

John E. called for any comments/inputs from the audience. There were none.

2022 Annual Meeting: Adjourned at 7:00 pm.

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First Quarter BCFD Meeting: Called to order at 7:01 PM.

Secretary Report: A motion to **approve the November 15, 2022 minutes** was made by Leo V. and seconded by Levi V., the motion passed.

Treasurer Report: Leo V. provided the following reports: a Statement of Changes in Cash Balances and Cast Assets as of the end of year 2022; a District Accounts Summary and Financial Statement; the Pennington Co. required annual report; and USDA report. Motion to **accept the financial report was made** by Ray S. and seconded by Levi V., the motion passed. Leo reiterated that, per the November 15th meeting, a CD valued at approximately \$102,000 will not be renewed in February 2023 but cashed and the proceeds used to make the 2023 USDA loan payment and the balance (approximately \$82,000) to be used to pay down the loan principle.

Old Business:

- John E. proposed that, given that the sale of the BCFD pump house tract has been completed, the board should now address the sale of a portion of district property to an adjacent land owner, that being Phil Lakner. Previously that board has approved the sale, pending the completion of a legal survey and Pennington Co. approval; this has been completed. Additionally, Mr. Lakner has agreed to pay legal fees and engineering survey fees and purchase the land for \$0.435 per square foot (\$18,948.60 per acre). The tract was surveyed in the amount of 2.75 acres and based on the offer is valued at \$52,108.65. Ray S. moved **to authorize John Esposti to proceed with the sale of the 2.75 tract to Phil Lakner, as per the terms previously agreed**, the motion was seconded by Leo V. The discussion reiterated the USDA stipulation that all proceeds from the sale of the property be used to pay down the loan principle. The motion passed. The original Fire District tract was 6.48 acres, the sale of this tract will leave 3.73 acres in the name of the Battle Creek Fire Protection District.
- The Bylaws of the Battle Creek Fire Protection District were amended/revised on August 23, 2022 but not signed and published. John E. distributed the signature page of the Bylaws for the officer's signature, which was accomplished and copies distributed to the directors.

New Business:

- The Hermosa Station is still titled to the Hermosa Volunteer Fire Department; John E. proposed that a Quick Claim Deed to be accomplished to establish the BCFD as owner. John E. proposed to hire an attorney to assist in this process. Leo V. **to authorize John Esposti to select an appropriate attorney and proceed with Quick Claim Deed to change the ownership**, the motion was seconded by Ray, there was no additional discussion; the motion passed.
- Upon researching the legal ownership of the Keystone Fire Station, it was discovered that there is a Ground Lease with the City of Keystone for the Keystone Station for an annual lease of \$1. A copy of the lease will be included in the Directors Handbook and

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include in the proposed BCFPD's Annual Due-Date and Deadline list. This list is attached with officers' actions assigned.

Fire Chief/Administrator Report: Assistant Chief Lindblom had nothing to report. Accounts Manager Garrett D. reported that there were 345 calls for service by the end of 2022.

Next BCFD meeting was scheduled for May 11, 2023 at 6:30 PM at the Hayward Station.

A motion to Adjourn made by Ray S. seconded by Levi V., motion passed; the meeting adjourned at 7:51 PM.

Respectfully submitted by Ray Summers, Secretary