



MI-WUK SUGAR PINE FIRE PROTECTION DISTRICT

"Providing Quality Emergency Response And Fire Protection For The Public"

MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING TUESDAY, SEPTEMBER 13, 2016

1. Call to Order:

A **Regular Meeting** of the Board of Directors for the Mi-Wuk/Sugar Pine Fire Protection District was called to order at the Sugar Pine Station facility located on Highway 108 at 7:00 PM, Tuesday, September 13, 2016.

2. The **Pledge of Allegiance** was led by **President Welch**. He welcomed all visitors.

3. **Roll Call:** Present were President Welch, Vice-President Rucker, Director Johnson, Director Klipple and Director Doss. Also present were Chief Crabtree, Secretary Dahlin and several members of the public.

4. **Oral Communications:** **The public may address the Board on any subject not shown on the agenda. Time allowed is 15 minutes.** President Welch asked if there were any public comments. There were none.

5. **Approval of the Minutes of the Regular Meeting of August 9, 2016.** **Director Rucker** moved to approve. **Director Klipple** seconded. **Ayes: 4.** Director Doss abstained due to his absence at the August meeting. **Motion carried.**

6. Written Communications:

A. **Letter from Charles C. Shinn Re: Notice of Fire Hazard Inspection** – President Welch read portions of the letter.

B. **Letter from Claudia Gwinn Re: Larry Crabtree** – Chief Crabtree elaborated on the incident which prompted the thank-you letter.

C. **CSDA e-News Re: Assembly Bill 2613 signed by Governor Jerry Brown** – President Welch commented on the item and noted that it would not affect the District.

7. Financial Reports:

A. Tuolumne County Trial Balance for July 2016 – No Action Required

B. Tuolumne County Budget Status Report for July 2016 – Chief Crabtree went over some of the items that appeared over budget and also explained that the “budgeted amount” column is based on the District’s preliminary budget which will change after the final budget is approved and entered into the County’s system. It was also discussed that it would help the new board members in their decision making process to have a Special Meeting at some point to go over the reports and budgetary process and have them explained in detail. **Director Johnson** moved to accept. **Director Rucker** seconded. **Ayes: 5. Motion carried unanimously.**

C. MWSP QuickBooks Expenses by Check and Credit Card for July 2016 – No Action Required

- 8. MWSPFPD Auxiliary Report – President Ann Coleman** was not present, President Welch read her written report that is in the meeting record.
- 9. C.A.S.T. Report – Tim Wallace** – CAST did not meet, but he reported that the red light and emergency light projects are in progress.
- 10. Highway 108 Fire Safe Council Report – Director Johnson** – There was a meeting on August 30th. They discussed the fourteen existing roadside clearing projects. They are working on assistance for tree mortality issues. The next meeting will be on October 25th.
- 11. Captains’ Shift Reports – Captain Klyn** went over and elaborated on the written report that is in the meeting record.
- 12. Chief’s Report – Chief Crabtree** went over and elaborated on the written report that is in the meeting record.
- 13. Status of Grants – Chief Crabtree** included this in the Chief’s Report.
- 14. Fire Prevention & Safety Grant Status Update – Tim Wallace** – The final check for the SRA FPF Grant has been received. For the FP&S Grant, the defensible space inspectors have completed first and second inspections for all homes in the District, third and final sign-offs are being done as requested. Eighteen to twenty homeowners have not made any effort to comply and will be handled by Cal Fire.
- 15. Unfinished Business: Business continued from previous meetings for Discussion, Consideration and Action as Appropriate:**

A. Regular District Standing Committees: Reports, etc.

- 1. Budget – Director Johnson – Chair** – The committee did meet. The budget will be discussed in item 16A.

2. **Policies & Procedures (with Manual updates) – Director Doss – Chair** – The committee did not meet.
3. **Strategic Planning – Director Johnson – Chair** – Director Johnson completed the second reference check on Bill Metcalf with a good result. The next step will be a meeting with Bill Metcalf.

At 8:17 President Welch called for a short break.

He thanked Ann Coleman for the refreshments.

At 8:30 President Welch called the meeting back to order.

16. New Business items for Consideration and Action as Appropriate.

- A. **At 8:30 P.M. President Welch** opened the PUBLIC HEARING on the 2016/2017 Final Budget for the Mi-Wuk Sugar Pine Fire Protection District. Director Johnson discussed several changes from the preliminary budget. **Director Johnson** moved to approve the 2016/2017 Final Budget for the Mi-Wuk Sugar Pine Fire Protection District. **Director Doss** seconded. **Ayes: 5. Motion carried unanimously.** **President Welch** closed the PUBLIC HEARING at 8:57 P.M.
- B. **Discussion, Consideration and Action as Appropriate** in regard to a request to CSDA members for volunteers for the 2017 CSDA Committee & Expert Feedback Team. No action was taken.
- C. **Discussion, Consideration and Action as Appropriate** in regard to a request by Trails West, Inc. to place Emigrant Trail Marker No: S-21 adjacent to the old Sugar Pine Rd, on the west side of the road, on the south-east corner of District property. **Director Rucker** moved to approve the request. **Director Doss** seconded. **Ayes: 5. Motion carried unanimously.**

17. Other Business:

- A. **Board Members: Director Rucker** has information on the TuCare Annual Resources Tour on October 6th which she will forward to Chief Crabtree and the other board members.
- B. **Audience/Attendee comments:** Russ Klipple commented that the morning of the Spaghetti Feed the firefighters outfitted a visiting teacher in full gear and that it was great PR. Also, he suggested that next year the board members cook the sauce and call it “Directors Sauce”

18. Adjournment.

There being no further business, President Welch adjourned the meeting at 9:20 P.M.

Bonnie Dahlin, Department Secretary

Approved by the District Board of Directors in the meeting assembled

October 11, 2016

Michael Welch, President