



MI-WUK/SUGAR PINE FIRE PROTECTION DISTRICT

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

Notice and Agenda
Mi-Wuk Sugar Pine Fire Protection District
Board of Directors
Regular Meeting, 6:00 PM, Tuesday, December 13, 2022
Mi-Wuk Sugar Pine Fire Protection District
24247 Highway 108, Mi Wuk Village, California

1. Call to Order _____
2. Pledge of Allegiance
3. Roll Call
 - a. President McDonald _____
 - b. Vice President Afshar _____
 - c. Director Doss _____
 - d. Director Schwarz _____
 - e. Also Present:
 - i. Chief Klyn _____
 - ii. Office Manager/Board Clerk Dahlin _____
 - iii. Guests: _____
4. Swearing in of President McDonald, Vice President Afshar and Director Schwarz who were appointed as if elected to a four-year term beginning December 2, 2022 and ending December 4, 2026.
5. Oral Communications: This is the time for the public to address the Board of Directors on any matter not on the agenda, but within the jurisdiction of the Board of Directors. Each person shall be permitted to speak for no more than 5 minutes; persons speaking on the behalf of an organization may speak for no more than 15 minutes. Those wishing to speak on a matter that is on the agenda may do so at the time the item is taken up by the Board of Directors.
6. Approval of the Minutes of the November 16, 2022, Special Meeting.
7. Written Communications: There were none.
8. Reports:
 - a. Auxiliary Report: Paula Massman, MWSPFPD Auxiliary President: No Action Required
 - b. CAL FIRE Report: No Action Required
 - c. Chief's Report: James Klyn, Fire Chief. No Action Required

9. Standing Committee Reports for Discussion and Action:
 - a. District Policies & Procedures Committee: Director Doss.
 - i. Update and possible draft revision to Policy and Procedures Administrative Manual: Chapter 2.18 regarding distribution of strike team administrative fee; Director Doss
 - b. Treasurers Report on Budget Committee, Month End Cash on Hand History and Financial Reports;
 - i. Receive Financial Reports for Month Ending October 31, 2022:
 1. Tuolumne County Trial Balance
 2. Tuolumne County Budget vs Actual
10. Discussion and Action Items:
 - a. Draft Notice of Vacancy on the Board of Directors to fill the seat previously held by Mark Massman; President McDonald
 - b. Appointment of a board member to be a “Level Manager Approver” on the PNC credit card website for County issued District credit cards who will be authorized to electronically review and approve credit card transactions as required by Tuolumne County Auditor’s Office.
 - c. Possible increase to District contribution towards medical coverage; Chief Klyn
 - d. Possible purchase of carport for tractor; Chief Klyn
 - e. Local Ordinance for Cost Recovery Committee Report and possible draft resolution; Director Doss
11. Continuing Business – Discussion Only. No Action Items:
 - a. Staffing Levels and Recruitment
 - b. Fleet
12. Director’s Comments and Requests:
 - Directors may report about various matters involving the District.
 - Directors may request matters to be included on subsequent meeting agenda(s) for discussion and/or action. The Director may be asked to make a **brief** clarification.
 - No discussion will be allowed.
 - No action will be taken.
13. Final audience comments:
14. Adjournment: _____

In accordance with the Americans with Disabilities Act, if you need special assistance (i.e. auxiliary aids or services) in order to participate in this public meeting, please contact the District at (209) 586-5256. Notification 48 hours prior to the start of the meeting will enable the District to make reasonable accommodation to ensure accessibility to this public meeting. Pursuant to the California Government Code section 54957.5, public records, including writings relating to an agenda item for open session of a meeting and distributed less than 72 hours prior to the meeting, are available for public inspection at the Mi-Wuk Sugar Pine Fire Protection District office at 24247 Highway 108, Mi Wuk Village, California