



MI-WUK/SUGAR PINE FIRE PROTECTION DISTRICT

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

Minutes

Mi-Wuk Sugar Pine Fire Protection District

Board of Directors

Regular Meeting, 7:00 PM, Tuesday, June 8, 2021

Mi-Wuk Sugar Pine Fire Protection District

24247 Highway 108, Mi Wuk Village, California

1. Call to Order – 7:03 PM
2. Pledge of Allegiance
3. Roll Call
 - a. President McDonald - Absent
 - b. Vice President Afshar - Present
 - c. Treasurer Massman - Present
 - d. Director Doss - Present
 - e. Director Blake - Present
 - f. Also Present:
 - i. Chief Klyn - Present
 - ii. Office Manager/Board Clerk Dahlin - Present
 - iii. Guests: Chris Coulter, SCI
4. 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. There were none.
5. PUBLIC HEARING: Benefit Assessment for FY21/22 and Engineer's Report
 - a. Open Public Hearing regarding Benefit Assessment for FY21/22 – 7:05 PM
 - b. Review of Engineer's Report for Fire Protection and Emergency Response Services Assessment dated June 2021.
Chris Coulter, SCI, provided information and answered questions from the board and the public.
 - c. Public Comment – There were no public comments
 - d. Close Public Hearing – 7:11 PM
6. Resolution No. 2021.06.08.1 Approving Engineer's Report, Confirming Diagram And Assessment, And Ordering The Levy Of Assessments For Fiscal Year 2021/22 For The Mi-Wuk/Sugar Pine Fire Protection District Fire Suppression And Protection Services Assessment.
Moved to Approve: Treasurer Massman Seconded: Director Blake
Ayes: 4 Noes: 0 Absent: 1 Abstain: 0
7. Approval of the Minutes of the May 11, 2021, Regular Meeting.
Moved to Approve: Director Blake Seconded: Treasurer Massman
Ayes: 4 Noes: 0 Absent: 1 Abstain: 0

8. Written Communications: There were none.

9. Reports:

- a. Auxiliary Report: Sherry Blake, MWSPFPD Auxiliary President, read and elaborated on the written report that is in the meeting record.
- b. CAL FIRE Report, Chief Barteau reported that they went to peak staffing this week with 22 engines in the unit, the vegetation management prescribed burn at Word of Life property is done for the season, it is too dry now so they will resume in the fall. Captain Shawkey came up to help with the RT-130 training.
- c. Chief's Report: James Klyn, Fire Chief, read and elaborated on the written report that is in the meeting record.

10. Standing Committee Reports for Discussion and Action

- a. District Policies & Procedures Committee: Director Doss reported that he and Chief Klyn are working with Mi Wuk Village Mutual Water to write a policy for hydrant testing. It needs to include liability language to protect the District. Director Blake stated that she will look for grants for an electronic marquis.
- b. Treasurers Report on Budget Committee and Financial Reports: Treasurer Massman reported that the committee met to prepare the preliminary budget and he read and elaborated on the written report that is in the meeting record.

Financial Reports for Month Ending April 30, 2021:

- i. Tuolumne County Trial Balance
- ii. Tuolumne County Budget Status
- iii. Month End Cash on Hand History

Moved to Receive: Director Blake Seconded: Director Doss

Ayes: 4 Noes: 0 Absent: 1 Abstain: 0

11. Discussion and Action Items:

- a. Review and adoption of the Preliminary Budget for FY 21/22 pursuant to Health & Safety Code section 13890 and directing the Fire Chief to post a notice pursuant to section 13893; Treasurer Massman explained that preliminary budget will allow the District to operate until September when the final budget will be adopted. The preliminary budget incorporates some of the large items that are known at this time. Office Manager Dahlin asked that the board consider draft 2 as it moved the principle portion of the new Type 3 engine payment to Rents and Leases – Equipment to be consistent with the lease agreement. Chief Klyn added that the budget includes \$8000 to seal the parking lot. It will need to be replaced at some point at a much higher cost.

Director Blake Moved to Approve the Preliminary Budget Draft 2 Seconded: Director Doss
Ayes: 4 Noes: 0 Absent: 1 Abstain: 0

- b. Termination of Lease Agreement between Jim Krussow and the District for a 1999 Jeep Cherokee; Chief Klyn explained that the Jeep is getting old and needs to be replaced. Chief Krussow has a different vehicle, a Dodge Journey, to replace the Jeep. It would just be replacing one lease with another.

- c. Lease Agreement between Jim Krussow and the District for a 2014 Dodge Journey AWD SUV in the amount of \$12.00 annually.

Vice President Afshar Moved to terminate the lease agreement on the 1999 Jeep Cherokee and to accept the lease agreement of the 2014 Dodge Journey.

Seconded: Director Blake

Ayes: 4 Noes: 0 Absent: 1 Abstain: 0

- d. Annual subscription for Lexipol's California Policy and Procedure Manual and Daily Training Bulletins for The Mi-Wuk Sugar Pine Fire Protection District in the amount of \$3,210; Chief Klyn explained the need to update our District Policy and the benefits of Lexipol's cloud-based policy program.

Moved to Approve: Director Blake Seconded: Treasurer Massman

Ayes: 4 Noes: 0 Absent: 1 Abstain: 0

- e. Review for comment: County of Tuolumne LAFCO Draft Budget for Fiscal Year 2021-2022; Treasurer Massman reviewed the purpose of LAFCO and the Boards involvement. He also read and elaborated on the written report that is in the meeting record.

– No action was taken

- f. Planning and scheduling of Fire Chief annual performance evaluation and employment contact review - Tabled

12. Director's Comments and Requests: Directors may report about various matters involving the District or may request matters be included on subsequent meeting agenda(s) for discussion and/or action. Discussion will be limited to that necessary to clarify an issue or request. No action will be taken. There were no reports and no requests for future agenda items. Director Doss reported on the seats and gear storage for E773, a possible grant for an electronic sign, MAHA, Debi Bautista to be rescheduled, update on the new Type 3, and his and Chief Klyn's group phone call with the Sheriff's office regarding a side-by-side. He requested that grants and a side-by-side be on the next agenda. Treasurer Massman requested help to get a list of the specs of the boat up for auction and everything that is included with it. The firefighters will be helping with this.

13. Final audience comments: There were none.

14. Adjournment: 8:57 PM

Approved by the District Board of Directors in the meeting assembled July 13, 2021.

President McDonald