



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, January 14, 2020

Mi-Wuk Sugar Pine Fire Protection District
24247 Highway 108, Mi Wuk Village, California

1. Call to Order 7:02 PM
2. Pledge of Allegiance
3. Roll Call
 - a. Vice President Doss - Present
 - b. Treasurer Massman - Present
 - c. Director McDonald - Present
 - d. Director Afshar - Present
 - e. Also Present:
 - i. Chief McClintock - Present
 - ii. Office Manager Dahlin - Present
 - iii. Guests: _____
4. Swearing in of new Director, Carrie Blake. Chief McClintock administered the Oath of Office and swore in Carrie Blake. She then took her seat as Director.
5. Board selection of the 2020 offices. Vice President Doss made the following nominations:
 - a. President – Jim McDonald
 - b. Vice President – Carol Afshar
 - c. Treasurer – Mark Massman
 - d. Clerk to the Board – Steve McClintock

The nominations were seconded by Director Afshar. The votes on all nominations were:

Ayes: 5 Noes: 0 Absent: 0 Abstain: 0

President McDonald presided over the remainder of the meeting.

6. The Board appointed the following 2020 committee chairs and members:
 - a. Budget Committee – Chair: Treasurer Massman. Members: President McDonald, Chief McClintock, Battalion Chief Klyn, Office Manager Dahlin and Joan Walton.
 - b. Policy and Procedures Committee – Chair: Director Doss. Members: Director Blake, Chief McClintock and Battalion Chief Klyn.

7. 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. Sherry Blake commented on a personal experience with an incident where the District responded. She commended them on their response and thanked them.
8. Approval of the Minutes of the December 10, 2019 Regular Meeting.
Moved to Approve: Treasurer Massman Seconded: Vice President Afshar
Ayes: 5 Noes: 0 Absent: 0 Abstain: 0
9. Written Communications – Chief McClintock read and shared the following:
 - a. Cards and letters of appreciation for fighting the Kincade Fire from Bradley Way of Piner Olivet Charter School and from the BayArt Academy.
 - b. Letter from FAIRA Re: 10 Year Loss Summary
10. Reports:
 - a. Auxiliary Report: Sherry Blake, MWSPFPD Auxiliary President, read and elaborated on the written report that is in the meeting record.
 - b. USFS Report; No report.
 - c. CAL FIRE Report; Andrew Murphy, Assistant Chief TCU/CALFIRE, reported that Tuolumne County Fire responded to just under 6000 calls in 2019 with assistance of MWSP and others. Structure fires were down. In 2020 County Fire will be pursuing additional funding options. CAL FIRE had a successful year with prevention and initial attacks keeping burned acreage down from previous the previous year. He introduced new Acting Unit Chief/County Fire Chief Nick Casci who is filling in for Josh White while he is in an interim position elsewhere. Chief Casci spoke briefly on his role and expressed his appreciation and thanks for the District’s staff and working relationship with CALFIRE.
 - d. Chief’s Report; Steve McClintock, Fire Chief, read and elaborated on the written report that is in the meeting record. He asked Battalion Chief Klyn to give the update on an upcoming live burn training.
 - e. District Policies & Procedures Committee; Director Doss. The committee met and modified the Mi-Wuk Sugar Pine Fire Protection District Uniform Policy.
 - f. Treasurers Report on Budget Committee and Financial Reports; Treasurer Massman reported that the committee met and discussed several items that are in section 11 of the agenda. He commented on the fact that the County advanced the District funds in November but explained that it was due to OES strike team wages paid that will be reimbursed.

Financial Reports for Month Ending November 30, 2019:

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

Moved to Receive: Director Doss Seconded: Vice President Afshar

Ayes: 5 Noes: 0 Absent: 0 Abstain: 0

11. Discussion and Action Items:

- a. Purchase of additional equipment for E776 from James D Krussow for a total of \$5227.45, as itemized on Invoice 19-106; Treasurer Massman, Chief McClintock and Director Doss each spoke in support of approving the payment.
Moved to Approve: Treasurer Massman Seconded: Director Doss
Ayes: 5 Noes: 0 Absent: 0 Abstain: 0
- b. Balance Transfer to make corrections to FY19/20 Budget. To move \$15092.00 from Dept 550 Regular Salaries to Dept. 550 Clothing and Personal Supplies - \$1892.00, Dept 550 Maintenance Equipment – Vehicle - \$5500.00 and Dept 550 Expendable Equipment \$7700.00. Treasurer Massman explained that the transfer reallocates funds from one expense account to three others without increasing the overall budget.
Moved to Approve: Vice President Afshar Seconded: President McDonald
Ayes: 5 Noes: 0 Absent: 0 Abstain: 0
- c. Option to increase benefits and premiums on existing Provident Accident & Health Insurance Policy; Treasurer Massman explained that more information is needed and recommends keeping the existing policy as is, making the premium payment currently due and making an effort to evaluate the Districts overall insurance coverages and meet with insurance carriers before the current policy is up for renewal at the end of the year. Treasurer Massman moved to approve the current policy without the optional increase.
Seconded: Director Blake
Ayes: 5 Noes: 0 Absent: 0 Abstain: 0
- d. Receive Mi-Wuk Sugar Pine Fire Protection District Financial Statements and Independent Auditor's Report for the fiscal year ended June 30, 2019 prepared by Blomberg & Griffin Accountancy Corporation; Treasurer Massman reviewed the audit.
Moved to Receive: Treasurer Massman Seconded: Vice President Afshar
Ayes: 5 Noes: 0 Absent: 0 Abstain: 0
- e. Disposal of surplus property pursuant to District Policy 2.16.190, Xerox 7225 copier/printer; Chief McClintock explained that the copier will be available to the District and Auxiliary until it no longer works and then will need to dispose of it.
Moved to Approve: Director Blake Seconded: Director Doss
Ayes: 5 Noes: 0 Absent: 0 Abstain: 0

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.

13. Final audience comments: There were none.

14. Adjournment: 8:42 PM

Approved by the District Board of Directors in the meeting assembled February 11, 2020.

President McDonald