



MI-WUK/SUGAR PINE FIRE PROTECTION DISTRICT

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

Minutes of the Board of Directors
Mi-Wuk Sugar Pine Fire Protection District
Regular Meeting, 7:00 PM, Tuesday, June 12, 2018
Mi-Wuk Sugar Pine Fire Protection District
24247 Highway 108, Mi Wuk Village, California

1. Call to Order 7:02
2. Pledge of Allegiance
3. Roll Call
 - a. Vice President Klipple Present
 - b. Director Doss Present
 - c. Director McDonald Present
 - d. Director Massman Present
 - e. Chief Crabtree (Retired) / Board Clerk Present
 - f. Also Present:
 - i. Assistant (Acting) Chief McClintock Present
 - ii. Department Secretary Dahlin Present
 - iii. Others: Chris Coulter, SCI and Barry Rudolph, Tuolumne County Fire / Cal Fire
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. Barry Rudolph, Tuolumne County Fire / Cal Fire, introduced himself to the board. He is temporarily filling in for Assistant Chief Avila, who has transferred to Merced, while they go through the process of hiring a replacement.
5. PUBLIC HEARING: Benefit Assessment for FY 18/19 and Engineer's Report
 - a. Open Public Hearing regarding Benefit Assessment for FY18/19 7:05
 - b. Review of Engineer's Report for Fire Protection and Emergency Response Services Assessment dated June 2018. Chris Coulter, of SCI Consulting, went over the background and current status of the Benefit Assessment and answered questions from the board. Larry Crabtree, Retired Fire Chief, also spoke briefly about the assessment.
 - c. Public Comment – There were no comments or questions from the public
 - d. Close Public Hearing 7:18

6. Resolution No. 2018.06.12.1 Approving Engineer's Report, Confirming Diagram And Assessment, And Ordering The Levy Of Assessments For Fiscal Year 2018-19 For The Mi-Wuk/Sugar Pine Fire Protection District Fire Suppression And Protection Services Assessment; Action: Director McDonald moved to approve Resolution No. 2018.06.12.1. Director Doss seconded. Ayes: 4. Noes: 0. Motion carried unanimously.
7. Appointment and Swearing in of Assistant (Acting) Fire Chief Steve McClintock to permanent Fire Chief position pursuant to Fire Chief Employment Contract dated April 24, 2018. Action: Director McDonald moved to appoint Assistant (Acting) Fire Chief Steve McClintock to the permanent position of Fire Chief. Director Doss seconded. Ayes: 4. Noes: 0. Motion carried unanimously. Larry Crabtree, Board Clerk, conducted the swearing in. A badge pinning will be held on a later date when the Chief's wife, Marla, will be present to pin his badge.
8. Board selection of the offices for the remainder of 2018:
 - a. President – Director McDonald moved that Director Klipple be President. Director Doss seconded.
 - b. Vice President – Director Doss moved that he be Vice President. Director Klipple seconded.
 - c. Treasurer – Director McDonald moved that Director Massman be Treasurer. Director Doss seconded.
 - d. Clerk to the Board – Director McDonald moved that Chief McClintock be Clerk to the Board. Director Doss seconded.

The vote to approve the selection of offices as moved was - Ayes: 4. Noes: 0. Motions carried unanimously.
9. Board appointment of committee chairs and members for the remainder of 2018:
 - a. Budget Committee - President Klipple appointed the following:
Chair - Treasurer Massman
Committee members – Chief McClintock, Director McDonald, Joan Walton and Secretary Dahlin
 - b. Policy and Procedures Committee – President Klipple appointed the following:
Chair – Vice President Doss, Chief McClintock and Captain Klyn
10. Swearing in and badge pinning of Reserve Fire Fighters Thomas Garcia and David Straub; Chief McClintock swore in the firefighters. Fire Fighter Garcia's badge was pinned by his mother and Fire Fighters Straub's badge was pinned by his wife.
11. Approval of Minutes of the May 10, 2018 Special Meeting. Action: Director Doss moved to approve with the signature line changed from 'Vice President' to 'Blythe Klipple, President'. Director McDonald seconded. Ayes: 4. Noes: 0. Motion carried unanimously.
12. Approval of Minutes of the June 7, 2018 Special Meeting. Action: Director Doss moved to approve with the signature line changed from 'Vice President' to 'Blythe Klipple, President'. Director Massman seconded. Ayes: 4. Noes: 0. Motion carried unanimously.
13. Written Communications: There were no written communications

14. Reports:

a. Financial Reports:

- i. Receive QuickBooks Profit & Loss Budget vs. Actual: Department 500 July 1, 2017 to April 30, 2018; Action: Director McDonald moved to receive. Director Massman seconded. Ayes: 4. Noes: 0. Motion carried unanimously.
- ii. Receive QuickBooks Profit & Loss Budget vs. Actual: All Departments July 1, 2017 to April 30, 2018; Action: Director Doss moved to receive. Director Massman seconded. Ayes: 4. Noes: 0. Motion carried unanimously.

- b. Auxiliary Report: Sherry Blake, MWSPFPD Auxiliary President, read and elaborated on the written report that is in the meeting record.
- c. Highway 108 FireSafe Council Report; No Report.
- d. Chief's Report; Steve McClintock, Fire Chief, read and elaborated on the written report that is in the meeting record.
- e. Strategic Plan Update; Steve McClintock, Fire Chief. The committees have not met.
- f. District Policies & Procedures Committee; Director Doss reported that he and Chief McClintock plan to meet soon when he returns from Nevada.

15. Action Items:

- a. Review and adoption of the Preliminary Budget for FY 18/19, in the amount of \$694,910.61 total all depts, pursuant to Health & Safety Code section 13890 and directing the Fire Chief to post a notice pursuant to section 13893. Director McDonald moved to adopt. Director Doss seconded. Ayes: 4. Noes: 0. Motion carried unanimously.
- b. Board to select new signer on petty cash account ending in 0963, held at Oak Valley Community Bank, to replace Larry Crabtree, due to his resignation from the position of Fire Chief. Director McDonald moved that McClintock be the new signer. Director Doss seconded. Ayes: 4. Noes: 0. Motion carried unanimously.
- c. Discussion and direction from the board to explore the option of purchasing a water tender. The consensus of the board was that the District staff should continue to do research and work with Vice President Doss on the purchase of a water tender.

16. 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 none.

17. Final audience comments: Joan Walton welcomed the new board members and Chief.

18. Adjournment: 9:27 PM

Approved by the District Board of Directors in the meeting assembled July 10, 2018.

Blythe Klipple, President