



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, **6:00 PM**, Tuesday, April 12, 2022

Mi-Wuk Sugar Pine Fire Protection District

24247 Highway 108, Mi Wuk Village, California

1. Call to Order – 6:01 PM
2. Pledge of Allegiance
3. Roll Call
 - a. President McDonald - Present
 - b. Vice President Afshar - Present
 - c. Treasurer Massman - Present
 - d. Director Doss - Present
 - e. Also Present:
 - i. Chief Klyn - Present
 - ii. Office Manager/Board Clerk Dahlin - Present
 - iii. Guests: President McDonald introduced William Schwarz, applicant for the vacant board position, and asked him to tell the board and public a little bit about himself.
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.
5. Approval of the Minutes of the March 8, 2022, Regular Meeting.
Moved to Approve: Vice President Afshar Seconded: Director Doss
Ayes: 4 Noes: 0 Absent: 0 Abstain: 0
6. Written Communications: There were none.
7. Reports:
 - a. Auxiliary Report: Paula Massman, MWSPFPD Auxiliary President: No Action Required
 - b. CAL FIRE Report: No report
 - c. Chief's Report: James Klyn, Fire Chief. No Action Required

8. Standing Committee Reports for Discussion and Action

- a. District Policies & Procedures Committee: Director Doss reported that he is waiting for the water district to begin hydrant testing. Chief Klyn reported that they still have questions that need to be answered before implementing the first section of about 500 pages. He said that a lot of it would not apply to the District but that he was advised to keep it for legal reasons.
- b. Treasurers Report on Budget Committee and Financial Reports: Treasurer Massman read and elaborated on his written report which is in the meeting record. Financial Reports for Month Ending February 28, 2022:
 - i. Tuolumne County Trial Balance
 - ii. Tuolumne County Budget vs Actual
 - iii. Month End Cash on Hand History

Moved to Receive: Vice President Afshar Seconded: Director Doss

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

9. Discussion and Action Items:

- a. Review applications for the vacant seat on the Board of Directors; President McDonald remarked that this had already been covered when William Schwarz was introduced during 'Roll Call'
- b. Adoption of a portion of the Lexipol Policy Manual; Tabled
- c. Renewal of Anthem Health Benefits for fulltime employees for one year, 06/01/2022 – 05/31/2023 to be paid from proceeds from FY22 OES and ABH strike team deployments. Future renewals subject to available proceeds from future OES and ABH strike team deployments; It was discussed that Open Enrollment begins May 1 and the new policy, if approved will start June 1, 2022. The Board will need to approve \$3600 for June in a budget transfer and approximately \$50,100 to cover current employees for July through May 2023 in the FY Budget. In addition, the FY23 budget will include a contingency of approximately \$20,000 to cover maximum District exposure should personnel changes result in the use of the full amount of District share being used.

Moved to Approve: Director Doss Seconded: Vice President Afshar

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

- d. Budget Transfer for FY22 to increase various accounts for unanticipated expenses and to make funds available for the June 2022 premium for employee health benefits, if approved for an additional year; Treasurer Massman went over the budget transfer which is in the meeting record.

Moved to Approve: Treasurer Massman Seconded: Vice President Afshar

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

10. 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. Director Doss requested several topics for future agendas: having District firefighters help with the VIP inspections, selling E773 and/or returning E772 to the county, recruiting and increasing staffing levels, and including recurring/continuing business items on future agendas.
11. Final audience comments: Joan Walton reminded everyone that the Auxiliary would be holding a brown bag lunch and meeting on April 13th at 12:00.
12. Adjournment: 6:53 PM

Approved by the District Board of Directors in the meeting assembled May 10, 2022.

President McDonald