



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, February 13, 2018

Mi-Wuk Sugar Pine Fire Protection District

24247 Highway 108, Mi Wuk Village, California

1. Call to Order 7:00
2. Pledge of Allegiance
3. Roll Call
 - a. Vice President Klipple Present
 - b. Treasurer Peters Present
 - c. Director Doss Present
 - d. Also Present:
 - i. Chief Crabtree Present
 - ii. Department Secretary Dahlin Present
 - iii. Others _____
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. Approval of Minutes of the January 9, 2018 Regular Meeting. Action: Director Peters moved to approve. Director Doss seconded. Ayes: 3. Noes: 0. Motion carried unanimously.
6. Written Communications:
 - a. Email correspondence between Chief Crabtree and Paul Avila, CAL FIRE Division Chief, regarding burn permits.
 - b. Email notification from CSDA regarding Free Education For SDRMA Members
 - c. Money Matters article from CSDAFC – "Opportunity Knocks: New Funding Opportunities for Fire Districts in a Post-SRA Fee World"
 - d. February 2018 Grassroots Action Brief from CSDA
 - e. Columbia College Fire Academy Fall 2017 Graduation Plaque

7. Reports:

- a. Financial Reports
 - i. Receive Statement of Net Position; December 31, 2017 and December 31, 2016; Director Peters.
 - ii. Receive Statement of Activities For the 6 Months Ended December 31, 2017 and 2016; Director Peters. Action: Director Doss moved to receive both financial statements. Director Peters seconded. Ayes: 3. Noes: 0. Motion carried unanimously.
 - iii. Budget Update; Director Peters.
- 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; Larry Crabtree, Fire Chief, read and elaborated on the written report that is in the meeting record.
- e. Strategic Plan Update; Larry Crabtree, Fire Chief. No report.
- f. Status Update regarding Chief Recruitment; Chief Crabtree noted the following:
 - i. Amount spent to date in recruitment expenses is about \$5,200. Over budget by about \$2,000. There will be a few additional small expenses.
 - ii. Seven applications were received.
 - iii. Dotty Metcalf prepared a Rate & Review which she presented to the committee.
 - iv. Three candidates were selected by the committee to be interviewed by both a professional panel and a community panel on Friday, February 23, 2018.
 - v. The Board will interview the candidates at, or before, the March 13 Meeting.
 - vi. The target start date for the new Chief is April 8 or 9, 2018.
- g. District Policies & Procedures Committee; Director Doss. The committee did not meet.

8. Action Items:

- a. Vacancy on the Board of Directors. Board to review applications and possibly appoint new Board Member. There were no applications received.
- b. Board to select new signer on petty cash account ending in 0963, held at Oak Valley Community Bank, to replace Michael Welch, due to his resignation from the Board. Director Peters moved that Director Doss, as he so offered, be the new signer on the petty cash account. Vice President Klipple seconded. Ayes: 3. Noes: 0. Motion carried unanimously.
- c. Receive Mi-Wuk Sugar Pine Fire Protection District Financial Statements and Independent Auditor's Report for the Fiscal Year ended June 30, 2017 and 2016 prepared by Blomberg & Griffin Accountancy Corporation; Director Peters. It was noted that there was an error to be corrected on the bottom of page 5 which stated that expenditures were less than budgeted, they actually exceeded budget. Director Peters moved to receive the Auditor's Report as corrected. Director Doss seconded. Ayes: 3. Noes: 0. Motion carried unanimously.

- d. Proposed contract with Blomberg & Griffin Accountancy Corporation for the 2017/2018 FY Audit for an amount not to exceed \$2975.00. Director Peters to move to approve. Director Doss seconded. Ayes: 3. Noes: 0. Motion carried unanimously.
 - e. Local Agency Formation Commission (LAFCo) 2018 Municipal Services Review (MSR); Chief Crabtree reviewed the status. No action was necessary.
9. 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 reported that he and Chief Crabtree met with some representatives from the Word of Life Fellowship regarding their interest in improving or increasing their involvement with the communities of Mi Wuk and Sugar Pine: the District, the Auxiliary and MAHA. Director Peters raised the issue of the status of removal of bark on the roadsides in the District.
10. Final audience comments. There were none.
11. Adjournment: 9:02

Approved by the District Board of Directors in the meeting assembled March 13, 2018.

Blythe Klipple, Vice President