



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, January 9, 2024

Mi-Wuk Sugar Pine Fire Protection District

24247 Highway 108, Mi Wuk Village, California

1. Call to Order – 6:03 PM
2. Pledge of Allegiance
3. Roll Call
 - a. President McDonald - Present
 - b. Treasurer Costa - Present
 - c. Director Doss - Present
 - d. Director Schwarz - Absent
 - e. Also Present:
 - i. Chief Klyn - Present
 - ii. Office Manager/Board Clerk Dahlin - Present
 - iii. Guests: There were none.
4. Swearing in and badge pinning of a Firefighter; Chief Klyn - Tabled
5. Board selection of the 2024 offices - Tabled
 - a. President
 - b. Vice President
 - c. Treasurer
 - d. Clerk to the Board
6. Board appointment of 2024 committee chairs and members - Tabled
 - a. Budget Committee
 - b. Policy and Procedures Committee
7. Board consideration of date, time, and place of Regular Board Meetings for 2024. - Tabled
8. Board consideration of Directors compensation as referenced in the Mi-Wuk Sugar Pine Fire Protection District Policy and Procedures Board Manual: Chapter 1.04.141: Compensation and Benefits.
Director Doss moved that, for the upcoming year, the Board of Directors not be compensated.
Seconded: Treasurer Costa
Ayes: 3 Noes: 0 Absent: 1 Abstain: 0
9. 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.

10. Approval of the Minutes of the December 12, 2023, Regular Meeting. Treasurer Costa noted that her last name was misspelled as “Cost” in agenda item 11a. Office Manager Dahlin will make the correction.

Treasurer Costa moved to approve, with the correction.

Seconded: Director Doss

Ayes: 3 Noes: 0 Absent: 1 Abstain: 0

11. Written Communications: There were none.

12. Reports:

- a. Auxiliary Report: Ann Coleman, MWSPFPD Auxiliary President, did not provide a report. Treasurer Costa reported that the Photos with Santa event raised a little over \$1,100 and elaborated on the activities. She added that, in June through December they have raised almost \$6,000 gross sales in swag. Auxiliary Treasurer Joan Walton reported on the three major fundraisers of the year; the Rummage Sale over \$6,000, the Membership Drive and Pancake Breakfast over \$7,000
- b. CAL FIRE Report: No Action Required
- c. Chief’s Reports: James Klyn, Fire Chief, read and elaborated on the written report that is in the meeting record. He noted that the month in the heading should be December, not October.

13. Standing Committee Reports for Discussion and Action:

- a. District Policies & Procedures Committee: Director Doss reported the Treasure Costa has been helping the committee re-do and digitize the manual and bring it up to date. The Committee has reviewed policies and new laws. Treasurer Costa informed the board that the first version should be ready to present to the board in March.
- b. Treasurers Report on Budget Committee and MWSP Budget Snapshot FY23/24; Treasurer Costa explained that the County has not yet provided the November reports.

14. Discussion and Action Items:

- a. Draft Request for Proposal for an Independent Audit for the fiscal years ending June 30, 2023, 2024 and 2025. - Tabled
- b. Discussion regarding the Tuolumne County Multi-Jurisdictional Hazard Mitigation Plan; Chief Klyn reported that the plan has been sent to OES for review. Once reviewed it will come to the board for approval.
- c. Discussion regarding two grants, one for a new 4x4 Type 1 engine and another for exhaust extraction units in the apparatus bay, which are being written for the District; Chief Klyn informed the board that he has been working with a grant writer, his fee will be \$4,500 for the exhaust extraction. If the District proceeds with both grants his fee will be \$3,750 for each. There is a 90% chance of receiving the exhaust grant, but the engine grant is more difficult. If the engine grant is not successful, the fee for resubmitting it next year would be \$1,500. There would be no charge to resubmit a third year. The cost to the District for the engine if successful would be approximately \$25,000 of a total purchase price of approximately \$900,000.

Treasurer Costa moved to approve the funding of both grants, contingent upon the Auxiliary Board funding approval.

Seconded: Director Doss

Ayes: 3 Noes: 0 Absent: 1 Abstain: 0

- d. Discussion regarding the possible purchase of a snowplow attachment for C770; Chief Klyn reported that he has found a v-plow snowplow attachment and explained the benefits of it, versus a straight blade plow. The cost will be approximately \$12,000 installed.

Director Doss moved to approve the purchase of the snowplow attachment for C770, contingent upon the Auxiliary Board approval of funding.

Seconded: Treasurer Costa

Ayes: 3 Noes: 0 Absent: 1 Abstain: 0

15. Continuing Business – Discussion Only. No Action Items:

- a. Staffing Levels and Recruitment – Chief Klyn explained that the firefighter who was supposed to be sworn in was unable to attend this meeting. He will be sworn in at the next meeting.
- b. Fleet – Chief Klyn reported that the pump on the water tender has been repaired and they will run tests to confirm. He added that E772 is okay. It had oil residual in the radiator that was flushed. It does not have a blown head gasket.

16. Director's Comments and Requests:

- Directors may report about various matters involving the District.
- Directors may request matters to be included on subsequent meeting agenda(s) for discussion and/or action. The Director may be asked to make a **brief** clarification.
- No discussion will be allowed.
- No action will be taken.

President McDonald shared a thank you card to the Firefighters from the Auxiliary and a Christmas card from Blythe and Russ Klipple.

Treasurer Costa requested that an item be placed on the next agenda regarding, per the Policy Manual, the need for the board to vote on providing health benefits to board members. She requested that Director Doss, with the Policy Committee, revise the policy for the board's January organization meeting to include this item, and all other related items. She also asked if a thank you card had been sent to the Friends of Pinecrest for their donation. Joan Walton confirmed that a card was sent by the Auxiliary.

17. Final audience comments: There were none.

18. Adjournment – 6:45 PM

Approved by the District Board of Directors in the meeting assembled February 13, 2024.

Jim McDonald, Board President