



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, November 9, 2021

Mi-Wuk Sugar Pine Fire Protection District

24247 Highway 108, Mi Wuk Village, California

1. Call to Order – 7:00 PM
2. Pledge of Allegiance
3. Roll Call
 - a. President McDonald - Present
 - b. Vice President Afshar - Absent
 - c. Treasurer Massman - Present
 - d. Director Doss - Present
 - e. Director Blake - Absent
 - f. Also Present:
 - i. Chief Klyn - Present
 - ii. Office Manager/Board Clerk Dahlin - Present
 - iii. Guests: There were none.
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 the Minutes of the October 12, 2021, Regular Meeting.
Moved to Approve: Treasurer Massman Seconded: Director Doss
Ayes: 3 Noes: 0 Absent: 2 Abstain: 0
6. Written Communications: There were none.
7. Reports:
 - a. Auxiliary Report: Joan Walton, MWSPFPD Auxiliary Treasurer reported that they are holding the Christmas Luncheon on December 8 at the Peppery in Sonora. To date 14 people have signed up.
 - b. CAL FIRE Report: No report.

- c. Chief's Report: James Klyn, Fire Chief, read and elaborated on the written report that is in the meeting record. He added that he received, minutes before the meeting, an invoice (from Silver State Intl in Sparks, NV) for the repairs on the water tender for \$13,362.42. Parts have been ordered and they will complete the repairs once he approves the invoice. It was discussed that, with no other options available and the need to have it back in service as soon as possible, he should approve the repairs.
8. Standing Committee Reports for Discussion and Action
- a. District Policies & Procedures Committee: Director Doss reported that he worked with Mi Wuk Village Mutual Water Co. and has written Fire Hydrant Maintenance Procedures for the firefighters to follow while inspecting their hydrants. He explained how the program will be implemented, most likely in the spring.
 - b. Treasurers Report on Budget Committee and Financial Reports: Treasurer Massman reported that the Budget Committee met, he then read and elaborated on the written report that is in the meeting record.
Financial Reports for Month Ending September 30, 2021:
 - i. Tuolumne County Trial Balance
 - ii. Tuolumne County Budget vs Actual
 - iii. Month End Cash on Hand HistoryMoved to Receive: Director Doss Seconded: President McDonald
Ayes: 3 Noes: 0 Absent: 2 Abstain: 0
9. Discussion and Action Items:
- a. New BME Type 3 Fire Engine Status; Chief Klyn explained that the engine has been delayed due to COVID-19 and the options available, per the letters from BME in the meeting record. They have offered an upgrade to the chassis on the BME at a cost of \$3,144 which they could deliver earlier than the ordered CAL FIRE chassis. The consensus of the board was to direct Chief Klyn to negotiate with BME and accept those terms, at his discretion, depending on the actual time savings for delivery of the engine.
 - b. Recognition of Unanticipated Revenue in the amount of \$51,600 to be received from OES for strike team deployments which will be credited to 235 459119 State Emergency Firefighting. Various expense accounts will be adjusted to cover related strike team expenses. The remaining funds will be used to increase Appropriations for Contingencies. President McDonald reported it is for strike team revenue above what was originally budgeted and that the Budget Committee discussed possible uses for it, including the water tender expenses, and will prepare the appropriate budget transfer for a later board meeting.
Moved to Approve: Treasurer Massman Seconded: Director Doss
Ayes: 3 Noes: 0 Absent: 2 Abstain: 0
 - c. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code section 54957(b)(1).) Title: Fire Chief – President McDonald adjourned the board to closed session at 7:35 PM.
 - d. Return to Open Session – 8:30 PM
 - e. Report on Closed Session; President McDonald reported that the evaluation was completed and that Chief Klyn will remain in his position and will work on new goals for the next year.

- f. Revised Fire Chief Employment Contract between the Mi-Wuk Sugar Pine Fire Protection District and James Klyn to be effective November 9, 2021; Chief Klyn requested a change to item 2(e) regarding use of a District vehicle to include incidental personal use.

Director Doss moved that the agreement be approved with a change stating that the vehicle shall not be used 'for personal purposes out of County.'

Seconded by President McDonald.

Ayes: 3 Noes: 0 Absent: 2 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. There were none.
11. Final audience comments: There were none.
12. Adjournment: 8:42 PM

Approved by the District Board of Directors in the meeting assembled December 20, 2021.

President McDonald