



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, March 8, 2022

Mi-Wuk Sugar Pine Fire Protection District

24247 Highway 108, Mi Wuk Village, California

1. Call to Order – 6:00 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. Director Blake - Present
 - 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 February 8, 2022, Regular Meeting.
Moved to Approve: Director Doss Seconded: Vice President Afshar
Ayes: 5 Noes: 0 Absent: 0 Abstain: 0
6. Approval of the Minutes of the February 11, 2022, Special Meeting.
Moved to Approve: Director Blake Seconded: Treasurer Massman
Ayes: 5 Noes: 0 Absent: 0 Abstain: 0
7. Approval of the Minutes of the February 17, 2022, Special Meeting.
Moved to Approve: Vice President Afshar Seconded: Director Blake
Ayes: 5 Noes: 0 Absent: 0 Abstain: 0

8. Written Communications: Letter from the California State Controller's Office Re: Applying Agreed-upon Procedures to Salary Surveys and Mutual Aid Reimbursement Claims Submitted by Mi-Wuk Sugar Pine Fire Protection District; President McDonald briefly explained that this is regarding how the District handled OES reimbursements and personnel wages in 2018 and that Office Manager Dahlin is working on providing the documents they have requested. Officer Manager Dahlin added that the District was one of a few agencies randomly selected for this review which is being done on behalf of OES by an auditing agency because they have been too busy to do it themselves.

9. Reports:

- a. Auxiliary Report: Sherry Blake, MWSPFPD Auxiliary President, was not present. Joan Walton, Auxiliary Treasurer, reported that it would have been Sherry's last meeting and that Paula Massman will be the interim President. Sherry will be at the luncheon tomorrow to say goodbye to everyone.
- 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.

10. Standing Committee Reports for Discussion and Action

- a. District Policies & Procedures Committee: Director Doss reported that he is still trying to work with the water company on starting the hydrant testing. He has not been able to log into Lexipol yet but has been reviewing the overview of the program. Chief Klyn reported that he has been working on Lexipol every week, and meeting with them every week. Once he has done his portion it will be emailed to the committee members and there will be a soft rollout where everyone will have access on a phone app but it will not be implemented until the Policy Committee reviews it and then presents it to the board for approval. This should happen by the next meeting.
- b. Treasurers Report on Budget Committee and Financial Reports: Treasurer Massman read and elaborated on his written report that is in the meeting record.

Financial Reports for Month Ending January 31, 2022:

- i. Tuolumne County Trial Balance
- ii. Tuolumne County Budget vs Actual
- iii. Month End Cash on Hand History

Moved to Receive: Director Doss Seconded: Director Blake

Ayes: 5 Noes: 0 Absent: 0 Abstain: 0

11. Discussion and Action Items:

- a. Receive Mi-Wuk Sugar Pine Fire Protection District Financial Statements and Independent Auditor's Report for the fiscal year ended June 30, 2021, prepared by Blomberg & Griffin Accountancy Corporation; Treasurer Massman reported that he and Office Manager Dahlin have reviewed the report and that there is nothing unusual. She added that on page 21 of the draft in the meeting packets there were a few errors on the top of the page. The auditor has made the necessary corrections and a copy of the corrected page 21 has been added to the packets.
Vice President Afshar moved to receive the auditor's report with the corrected version of page 21.

Seconded: Treasurer Massman

Ayes: 5 Noes: 0 Absent: 0 Abstain: 0

- b. Re-evaluate the value of and asking price for WT777 which Chief Klyn had previously been authorized to sell for no less than \$104,832 at the March 9, 2021, board meeting; Chief Klyn explained that after contacting numerous dealers regarding consigning it, he has learned that it will probably not sell for that amount. He requested that he be allowed to accept the best offer he can get without having to wait for another board approval and possibly lose a sale. He plans to list it with a broker that advertises internationally. President McDonald moved to authorize Chief Klyn to sell WT777 at his discretionary price.

Seconded: Directed Blake

Ayes: 5 Noes: 0 Absent: 0 Abstain: 0

12. 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 Blake informed the board that this meeting will be her last one. She had planned on staying on until May but needs to move up her resignation for personal reasons. She requested that they remember to say, what she would always say, "Jim, what do you think?" because "he's the Chief" and "he is very wise."
Chief Klyn presented her with a certificate of appreciation for her service on the board.
13. Final audience comments: Joan Walton reminded everyone to come to the luncheon tomorrow at 12:00 at My Garden Café.
14. Adjournment: 6:40 PM

Approved by the District Board of Directors in the meeting assembled April 12, 2022.

President McDonald