



# MI-WUK/SUGAR PINE FIRE PROTECTION DISTRICT

*"Providing Quality Emergency Response And Fire Protection For The Public"*

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## Minutes

Mi-Wuk Sugar Pine Fire Protection District

Board of Directors

Regular Meeting, 7:00 PM, Tuesday, May 11, 2021

Mi-Wuk Sugar Pine Fire Protection District

24247 Highway 108, Mi Wuk Village, California

1. Call to Order 7:01 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 - Present
  - f. Also Present:
    - i. Chief Klyn - Present
    - ii. Office Manager/Board Clerk Dahlin -Present
    - iii. Guests: 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 April 13, 2021, Regular Meeting.  
Moved to Approve: Director Blake   Seconded: Treasurer Massman  
Ayes:   4   Noes:   0   Absent:   1   Abstain:   0
6. Approval of the Minutes of the April 28, 2021 Special Meeting.  
Moved to Approve: Treasurer Massman   Seconded: Director Doss  
Ayes:   4   Noes:   0   Absent:   1   Abstain:   0
7. Approval of the Minutes of the May 4, 2021, Special Meeting.  
Moved to Approve: Director Blake   Seconded: Treasurer Massman  
Ayes:   4   Noes:   0   Absent:   1   Abstain:   0
8. Written Communications: There were none.
9. Reports:
  - a. Auxiliary Report: Joan Walton, MWSPFPD Auxiliary Treasurer present the written report prepared by Sherry Blake, MWSPFPD Auxiliary President.
  - 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 the Committee did not meet. He asked that Office Manager Dahlin resend to the Committee members the material received from Lexipol. Director Blake asked that it be placed on the June agenda.
  - b. Treasurers Report on Budget Committee and Financial Reports: Treasurer Massman read and elaborated on the written report that is in the meeting record.  
Financial Reports for Month Ending March 31, 2021:
    - i. Tuolumne County Trial Balance
    - ii. Tuolumne County Budget Status
    - iii. Month End Cash on Hand HistoryMoved to Receive: Director Doss Seconded: Director Blake  
Ayes:   4   Noes:   0   Absent:   1   Abstain:   0
11. Discussion and Action Items:
- a. Resolution 2021.05.11.1 Intention To Levy Assessments For FY 2021/22, Preliminarily Approving Engineer's Report, And Providing For Notice Of Hearing on June 8, 2021 For The Mi-Wuk/Sugar Pine Fire Protection District Fire Suppression And Protection Services Assessment; Treasurer Massman  
Moved to Approve: Treasurer Massman Seconded: Director Doss  
Ayes:   4   Noes:   0   Absent:   1   Abstain:   0
  - b. Revision to Policy and Procedures Administrative Manual: Chapter 2.03 Compensation and Benefits. Chief Klyn stated that items 11b and 11c will be postponed until the June meeting.
  - c. Revision to Policy and Procedures Administrative Manual: Chapter 2.10 Hours of Work, Leaves, and Holiday.
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. President McDonald requested that an item be placed on the June agenda to discuss conducting an annual performance evaluation and contract review for Chief Klyn. He also stated that VIP inspections began about three weeks ago and that about 400 have been completed. Director Doss reported; that he, Chief Klyn and Tim Wallace are working on upgrades to E773, he has been working with Anaiah Kirk and the Sheriff's Office to have a side-by-side stationed in our area, he and Chief Klyn are working on an agreement with Mi Wuk Mutual Water on an agreement to test hydrants, Nickie provided the dessert for the meeting. Treasurer Massman reported that a friend asked him, and he declined, to write a letter to the editor regarding Measure V. Chief Klyn reported that May 15 and June 5 are free green waste days at Greenview.
13. Final audience comments: There were none.
14. Adjournment - 7:50 PM

Approved by the District Board of Directors in the meeting assembled June 8, 2021.

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Vice President Afshar