



MI-WUK/SUGAR PINE FIRE PROTECTION DISTRICT

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

Minutes of the Board of Directors

Regular Meeting, 7:00 PM, Tuesday, August 14, 2018

Mi-Wuk Sugar Pine Fire Protection District

24247 Highway 108, Mi Wuk Village, California

1. Call to Order 7:02 PM
2. Pledge of Allegiance
3. Roll Call
 - a. President Klipple Present
 - b. Vice President Doss Present
 - c. Treasurer Massman Present
 - d. Director McDonald Present
 - e. Director Afshar Present
 - f. Also Present:
 - i. Chief McClintock Present
 - ii. Department Secretary Dahlin Present
 - iii. Guests: Clint Gould USFS, Greg Marfield USFS, Carrie Blake
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. Arlen Richardson, of the Mi Wuk Area Homeowners Alliance (MAHA) Board, addressed the board regarding a letter that the MAHA Board has drafted regarding expanding Code 4291 to include vacant lots and large parcels with structures which currently are only required to clear 100 ft. He would like the letter on the agenda for the Districts next meeting.
5. Approval of Minutes of the July 10, 2018 Regular Meeting. Action: Director McDonald moved to approve. Director Afshar seconded. Ayes: 5. Noes: 0. Motion carried unanimously.
6. Approval of Minutes of the July 13, 2018 Special Meeting. Action: Director Afshar moved to approve. Director Doss seconded. Ayes: 5. Noes: 0. Motion carried unanimously.

7. Approval of Minutes of the July 14, 2018 Special Meeting. Action: Director Doss moved to approve with the addition of the adjournment time of 1:30 PM. Director Afshar seconded. Ayes: 5. Noes: 0. Motion carried unanimously.
8. Written Communications:
 - a. Letter and donation from Laura Platt Larson, President Klipple read the letter and expressed thanks for the 'amazing' \$1000.00 donation.
 - b. Late item: Chief McClintock read the letter (in the meeting record) from the MAHA Board, which Arlen Richardson spoke of, regarding concern over Cal Fires' lack of authority over defensible space enforcement on vacant lots. They would like the District to discuss creating an ordinance to address this.
 - c. Late item: Chief McClintock read a letter from Ellen Heald to a property owner in Mi Wuk Village regarding the high fire danger of the logs and slash on their vacant lot.
 - d. Late item: Chief McClintock read an email from Laura Lawlor representing a group of Sierra Village / Mi Wuk neighbors who would like to offer the use of their vacant homes to firefighters deployed on local wild fires.
9. Reports:
 - a. Financial Reports:
 - i. Receive QuickBooks Profit & Loss Budget vs. Actual: Department 500 July 1, 2017 to June 30, 2018; Action: Director McDonald moved to receive. Director Doss seconded. Ayes: 5. Noes: 0. Motion carried unanimously.
 - ii. Receive QuickBooks Profit & Loss Budget vs. Actual: All Departments July 1, 2017 to June 30, 2018; Action: Director McDonald moved to receive. Director Doss seconded. Ayes: 5. Noes: 0. Motion carried unanimously.
 - b. Auxiliary Report: Sherry Blake, MWSPFPD Auxiliary President, read and elaborated on the written report that is in the meeting record.
 - c. USFS Report; No report was given but Chief Gould answered several questions about the Donnell Fire.
 - d. CAL FIRE Report; No report due to deployments.
 - e. Highway 108 FireSafe Council Report; No Report. Sherry Blake expressed interest in attending future meetings.
 - f. Chief's Report; Steve McClintock, Fire Chief, read and elaborated on the written report that is in the meeting record.
 - g. Strategic Plan Update; Steve McClintock, Fire Chief, reported that Chief Johnson from Ebbetts Pass Fire met with the committee about the stabilization fee.
 - h. Budget Committee; Treasurer Massman reported that the committee met on August 14, 2018. Discussion focused on differences between FY17/18 budget vs. actual and moving from the FY18/19 preliminary to final budgets. The next meeting will be on September 5th to make final changes to the FY18/19 final budget for its recommendation to board at the September 11th board meeting.

- i. District Policies & Procedures Committee; Director Doss reported that the committee has not met but have been working on, and had informal discussions on, revising District job descriptions.

10. Action Items:

- a. Adoption of Resolution Number 2018.08.14.1 approving the Department of Forestry and Fire Protection Agreement #7FG18070 under the Volunteer Fire Assistance Program of the Cooperative Fire Assistance Act of 1978 during the State Fiscal Year 2018-19 for an amount not to exceed \$19,139.03 on a 50/50 matching funds basis. Director McDonald moved to approve. Director Doss seconded. Ayes: 5. Noes: 0. Motion carried unanimously.
- b. Adoption of Resolution Number 2018.08.14.2 in support of special district representation on the Tuolumne County Local Agency Formation Commission (LAFCO). Director McDonald moved to approve. Director Doss seconded. Ayes: 4 – Afshar, Doss, Klipple, McDonald. Noes: 0. Abstain: 1 – Massman. Motion carried.

11. 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 McDonald expressed his appreciation for the information on the Donnell Fire. Craig Konklin recommended that with equipment being sent on deployment the District use some of the reimbursements to increase the budget for preventative maintenance for the fleet. Director Doss requested that there be an agenda item for the September meeting regarding in house EMT certification for the intern firefighters.
12. Final audience comments: There was some discussion about the Cal Fire inspections and the VIP program.
13. Adjournment: 9:22 PM

Approved by the District Board of Directors in the meeting assembled September 11, 2018.

Blythe Klipple, President

Selection Criteria:

Fiscal Year 2019 Period 1 (July)
Fund 9030 Mi-Wuk Fire District

<u>Account</u>	<u>Description</u>	<u>Beginning</u>	<u>Net Activity</u>	<u>Ending</u>
100100	Equity In Treasurers Pooled Ca	225,419.40	-64,630.79	160,788.61
100400	Petty Cash	500.00	0.00	500.00
106950	Property Tax Receivable	166.55	-166.55	0.00
106955	Allow For Uncollectible Taxes	-1.67	1.67	0.00
106980	Due From Other Governments	6,581.00	-6,581.00	0.00
120000	Land	73,132.00	0.00	73,132.00
122000	Buildings And Improvements	731,393.11	0.00	731,393.11
124000	Equipment	281,761.74	0.00	281,761.74
127000	Accum Depreciation-Bldgs & Imp	-260,933.00	0.00	-260,933.00
129100	Accum Depreciation-Equipment	-156,028.00	0.00	-156,028.00
	Total Assets	901,991.13	-71,376.67	830,614.46
202100	Accounts Payable	-1,144.18	1,144.18	0.00
202200	Sales Tax Payable	-74.38	0.00	-74.38
203150	Payroll Clearing Account	0.00	0.00	0.00
203210	Salaries & Benefits Payable	-5,575.54	-13,374.64	-18,950.18
203215	Accrued Vacation	-6,657.00	0.00	-6,657.00
203225	Accrued Sick	-2,634.00	0.00	-2,634.00
203500	Federal Withholding Payable	-1,159.36	-4,411.68	-5,571.04
203600	FICA Payable	-1,245.19	-3,281.16	-4,526.35
203700	State Withholding Payable	-447.20	-1,724.02	-2,171.22
203935	Deferred Compensation Benefits	-275.00	-57.50	-332.50
203945	SDI Payable	-81.38	-214.46	-295.84
	Total Liabilities	-19,293.23	-21,919.28	-41,212.51
262010	Agency Obligation	-213,372.05	0.00	-213,372.05
280600	Capital Assets, net	-669,325.85	0.00	-669,325.85
	Total Fund Balance	-882,697.90	0.00	-882,697.90
412110	Ppty Taxes - Current Unsecured	0.00	164.88	164.88
459119	State - Emergency Fire Fightin	0.00	5,493.00	5,493.00
469207	Fed- VFA Grant	0.00	0.48	0.48
496000	Donations	0.00	-1,000.00	-1,000.00
496060	Donations- Auxiliary-Utilities	0.00	-109.86	-109.86
496065	Donations- Auxiliary- Misc	0.00	-266.99	-266.99
	Total Revenue	0.00	4,281.51	4,281.51
511110	Regular Salaries	0.00	52,255.91	52,255.91
511150	Part-Time Salaries	0.00	425.00	425.00
511153	Part-Time/Reserve Salaries	0.00	706.88	706.88
511160	Overtime Salaries	0.00	6,658.54	6,658.54
512310	Workers Compensation Insurance	0.00	19,080.52	19,080.52
512410	F.I.C.A.	0.00	4,591.87	4,591.87
512420	Unemployment Insurance	0.00	125.00	125.00
521425	Food - Other	0.00	120.98	120.98
521610	Insurance	0.00	3,474.00	3,474.00
522110	Maintenance Equipment	0.00	28.80	28.80
522120	Maint Equip-Vehicles	0.00	216.20	216.20
522510	Maintenance - Buildings & Imps	0.00	5.19	5.19
523210	Dues & Memberships	0.00	400.00	400.00
525110	Office Expense	0.00	96.94	96.94
525150	Office Expense - Postage	0.00	23.14	23.14
526124	P S & S-Auditor-Controller	0.00	129.50	129.50
527210	Rents & Leases-Equipment	0.00	311.48	311.48
527410	Small Tools	0.00	9.11	9.11
529110	Transp. & Travel - Fuel	0.00	38.90	38.90

TRIAL BALANCE

BY FUND

Selection Criteria:

Fiscal Year 2019 Period 1 (July)
 Fund 9030 Mi-Wuk Fire District

<u>Account</u>	<u>Description</u>	<u>Beginning</u>	<u>Net Activity</u>	<u>Ending</u>
529210	Utilities	0.00	316.48	316.48
	Total Expenditures	0.00	89,014.44	89,014.44
822	Overtime Hours	0.00	235.40	235.40
850	Vacation Taken	0.00	36.00	36.00
	Total Non-Budgetary Expenditures	0.00	271.40	271.40
		0.00	271.40	271.40

Report of the Auxiliary President September 2018

- Our monthly Potluck was held on September 5, 2018.
- This month's Auxiliary meeting will be held tomorrow, September 12, 12 noon.
- The Auxiliary purchased a new side by side refrigerator for the fire station kitchen.
- Our Spaghetti Dinner fundraiser, was held on Saturday, September 1, 4-7 pm.
- almost 400 tickets sold and approximately 15 meals were provided to firefighters and their families. Final net has yet to be determined on tickets;
- our 50/50 raffle took in \$1320. The lucky winner of \$660. has not yet been determined;
- Feed the Boot* netted \$517.75;
- we offered and continue to offer \$1. chances to name the new water tender.
- Twenty five Enchilada Take and Bake Sale tickets were sold at the Dinner. Pre-sale tickets continue to be available until October 5 with pickup on October 13;
- Twenty three of our new logo tee shirts sold at the Dinner. The price is \$20. each or \$15. for any one in fire service.
- The Auxiliary participated in Chief Fuller Day on September 5.
- Our fall Membership and Raffle letter will be mailed shortly.
- Laurie Wallace is hosting the dessert tonight.

Sherry Blake

Sherry Blake, Auxiliary President



MI-WUK/SUGAR PINE FIRE PROTECTION DISTRICT

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September Chief's Report

1. Thanks to staff
2. Deployment update
3. August stats
4. Water tender update
5. Defensible space ordinance on vacant land

Steve McClintock