



# 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, 6:00 PM, Tuesday, April 11, 2023

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 Costa – Present
  - d. Director Doss – Present
  - e. Director Schwarz – Present
  - f. Also Present:
    - i. Chief Klyn – Present
    - ii. Office Manager/Board Clerk Dahlin - Absent
    - iii. Guests: There were none
4. Presentation of 2022 Firefighter of the Year Plaque; Chief Klyn presented the plaque to Intern Firefighter David Straub, along with a card from the Board.
5. 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.
6. Approval of the Minutes of the March 14, 2023 Regular Meeting.  
Moved to Approve: Treasurer Costa    Seconded: Director Doss  
Ayes:   5   Noes:   0   Absent:   0   Abstain:   0
7. Written Communications:
  - a. Certificate of Appreciation from California State Firefighters' Association
  - b. Letter from SDRMA Re: 2023-24 Workers' Compensation Renewal Estimate

8. Reports:

- a. Auxiliary Report: Ann Coleman, MWSPFPD Auxiliary President, provided a written report which was read by President McDonald.
- b. CAL FIRE Report: No report
- c. Chief's Reports: James Klyn, Fire Chief, did not have a written report. He did note that they have been cleaning up the storm damage.

9. Standing Committee Reports for Discussion and Action:

- a. District Policies & Procedures Committee: - No report
- b. Treasurers Report on Budget Committee and February Financial Summary; President McDonald reported that the committee was unable to meet as planned. Treasurer Costa reported that they are starting work on the budget for next year.
  - i. Receive Tuolumne County Financial Reports
    1. Tuolumne County Trial Balance for Month Ending February 28, 2023
    2. Tuolumne County Budget vs Actual for Month Ending February 28, 2023Moved to Receive: Director Doss    Seconded: Director Schwarz  
Ayes:   5   Noes:   0   Absent:   0   Abstain:   0

10. Discussion and Action Items:

- a. Local Ordinance for Cost Recovery Committee Report and possible draft resolution; Director Doss reported that the biggest item left is to determine how much the District will charge for each service. Once that is complete, everything will be reviewed by Gregory Oliver prior to a final agreement. They briefly discussed how it will be implemented and the firefighter training involved - Tabled
- b. Board approval to move forward with collecting information and cost estimates to develop community room as a training classroom; Director Doss reviewed the equipment estimates. He reported that the firefighters will do the painting and he is in the process of obtaining bids for redoing the floor.  
Moved to Approve: Director Schwarz    Seconded: Treasurer Costa  
Ayes:   5   Noes:   0   Absent:   0   Abstain:   0
- c. Replace tractor with one that will better suit the needs of the District; Chief Klyn reported that everything he looked at was in the \$40,000 range so it should be discussed at a Budget Committee meeting. Tabled
- d. CSDA Call to Action for AB 557 (Hart), a bill sponsored by CSDA, which is a follow up to AB 361 passed in 2021. AB 361 established modified remote meeting procedures within the Brown Act for special district meetings during emergencies; Chief Klyn Vice President Afshar moved to authorize Chief Klyn to submit a letter in support of AB 557 on behalf of the District.  
Seconded: Director Schwarz  
Ayes:   5   Noes:   0   Absent:   0   Abstain:   0
- e. Proposal from Assurance Development, authorized representative for Vertical Bridge, to lease District property for a cell phone tower, and proposed Option and Lease Agreement between Mi-Wuk Sugar Pine Fire Protection District and Vertical Bridge Development, LLC; Chief Klyn informed the board that the representative of Vertical Bridge would be

available by speaker phone later to answer questions and that they have also offered that the District could put a repeater on the tower. The board discussed the importance of providing information to the public and the three-year process that is involved. Chief Klyn then reported that he will submit any changes the District would like to have made to legal and then to Vertical Bridge before it is presented for board approval. The board discussed the need for clarification on the Option Terms payments and the Revenue Share, and that any vegetation removed would be at their expense. Chief Klyn added that legal advised him to request a higher rent increase but that 2% per year is their maximum, legal also recommended that language be added to require Vertical Bridge to add the District as an insured and that the right of first removal should be removed. Chief Klyn then contacted the representative who, via speaker phone, answered the board's questions. The representative also informed the board that a zoning variance will need to be obtained from the County and requested the board's assistance with that.

Directed Schwarz moved that the District move forward with the process regarding the proposal from Assurance Development, authorized representative for Vertical Bridge, to lease District property for a cell phone tower, and proposed Option and Lease Agreement between Mi-Wuk Sugar Pine Fire Protection District and Vertical Bridge Development, LLC, with the discussed changes.

Seconded: Director Doss

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

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

- a. Staffing Levels and Recruitment – Chief Klyn reported that a couple of interns left for other jobs. Three people are in backgrounds. Bret Rimmer will be starting May 9<sup>th</sup> as an Engineer.
- b. Fleet – the cab of the water tender is being painted, it will be red and black like E774.

12. 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.

Director Doss reported that he went to the MAHA meeting and they were happy to have someone from the District there.

13. Final audience comments: There were none.

14. Adjournment: 7:35 PM

Approved by the District Board of Directors in the meeting assembled May 9, 2023.

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Jim McDonald, Board President