



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, May 10, 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 - Absent
 - c. Treasurer Massman - Present
 - d. Director Doss - Present
 - e. Also Present:
 - i. Chief Klyn - Present
 - ii. Office Manager/Board Clerk Dahlin - Present
 - iii. Guests: Dane Wadle of CSDA
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. Volunteer Assistant Chief Krussow shared that he was in the valley and met some people from Mi Wuk Village who said they really appreciate the District.
5. California Special Districts Association (CSDA) update; Dane Wadlé, CPFO Senior Public Affairs Field Coordinator – Sierra Network. He gave an update on the advocacy that CSDA is actively engaged in at the State and Federal levels on behalf of Special Districts. Two efforts that would specifically help fire districts are HR3728 and AB2819.
6. Discussion and Possible Action Regarding Resolution 2022.05.10.1 Declaring Support For The Formation Of The Tuolumne County Chapter Of The California Special Districts Association And Authorizing Related Actions; Dane Wadlé explained some of the benefits of forming a local chapter and answered questions. - Tabled
7. Approval of the Minutes of the April 12, 2022, Regular Meeting.
Moved to Approve: Director Doss Seconded: Treasurer Massman
Ayes: 3 Noes: 0 Absent: 0 Abstain: 0
8. Written Communications: There were none.

9. Reports:

- a. Auxiliary Report: Paula Massman, MWSPFPD Auxiliary President, read and elaborated on the written report that is in the meeting record.
- 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 – The Committee did not meet.
- b. Treasurers Report on Budget Committee, Month End Cash on Hand History and Financial Reports; Treasurer Massman read and elaborated on the written report that is in the meeting record.

i. Receive Financial Reports for Month Ending March 31, 2022:

1. Tuolumne County Trial Balance
2. Tuolumne County Budget vs Actual

Moved to Receive: Director Doss Seconded: President McDonald

Ayes: 3 Noes: 0 Absent: 0 Abstain: 0

11. Discussion and Action Items:

- a. Review applications for the vacant seat on the Board of Directors; President McDonald confirmed that the District has still just received one application. That applicant attended the April meeting. The board plans to appoint a Director at the June meeting.
- b. Approval of a job description for Relief Engineer; Chief Klyn explained that as this is operational he will go forward with it unless there are any objections. He informed the board that there has not been a job description for Relief Engineer. That position has typically been filled by former full-time employees who left the District for other employment. He explained that he removed some requirements that are on the Engineer job description to make it easier to hire relief help to back-fill for deployments and vacation coverage.

- c. Resolution 2022.05.10.2 Intention To Levy Assessments For FY 2022/23, Preliminarily Approving Engineer's Report, And Providing For Notice Of Hearing on June 14, 2022 For The Mi-Wuk/Sugar Pine Fire Protection District Fire Suppression And Protection Services Assessment; Treasurer Massman and Office Manager Dahlin explained the purpose of the resolution and that in the resolution is a proposed increase in the Benefit Assessment of 4%, with .25% eligible as a carry-over for FY23/24.

Moved to Approve: President McDonald Seconded: Director Doss

Ayes: 3 Noes: 0 Absent: 0 Abstain: 0

- d. Recognition of Unanticipated Revenue of \$95,000 from the sale of the former WT777, VIN ending 3344, and an increase to appropriate account(s); President McDonald explained that \$10,000 will be put in Professional Services to cover the \$9500 commission and the remaining \$85,000 will be put in contingencies.

Moved to Approve: President McDonald Seconded: Director Doss

Ayes: 3 Noes: 0 Absent: 0 Abstain: 0

Note - Due to the fact that Item 11e and 11f were interrelated, discussion occurred on both simultaneously.

- e. Possible purchase of a 1996 International 4800 4x4 Type 4 750/1250/15 Wildland Fire Truck in the amount of \$79,500 to replace two engines; Chief Klyn explained that in terms of ISO ratings this engine exceeds the capabilities of E772, is a 4X4, is better for structure response, and due to staffing and room in the app bay he proposed that we sell E773 and return E772 to the County. He and Chief Krussow each reported on their inspection of the engine. They provided detailed descriptions of the specs, the condition, and the benefits to the District as compared to E772 and E773. It was also clarified that the engine meets the definition of both a Type 1 and a Type 4. It was noted that with taxes and fees the total price will be approximately \$85,400. Chief Klyn reported that, after looking at the market, E773 could be sold for about \$70,000. We owe approximately \$53,000 and would pay off the loan. After much discussion:

- President McDonald moved to approve the purchase of the 1996 International. Treasurer Massman seconded.
Ayes: 3 Noes: 0 Absent: 0 Abstain: 0
- President McDonald moved to authorize Chief Klyn to make the determination as to the disposal of E772 and return to the County. Treasurer Massman seconded
Ayes: 3 Noes: 0 Absent: 0 Abstain: 0
- President McDonald moved to authorize Chief Klyn to sell E773 at a price of his discretion. Chief Klyn added that Chief McClintock has made an offer of \$50,000 subject to the approval of the board of Harbor RFPD. He feels that market value is about \$70,000 but broker fees are typically 10%. Director Doss seconded.
Ayes: 3 Noes: 0 Absent: 0 Abstain: 0

- f. Budget transfer to make funds available in the appropriate account if the purchase of the Type 4 engine in item 11d is approved and /or to increase various accounts to cover unanticipated expenses. It was clarified that the increase to the vehicles account would cover the purchase of the new engine and the DMV fees on the new water tender;

President McDonald moved to approve a Budget Transfer to move \$111,200 out of Appropriations-Contingencies to cover the purchase of the engine and other expenses.

Director Doss seconded.

Ayes: 3 Noes: 0 Absent: 0 Abstain: 0

- g. Commitment to a \$700 per month Intern Firefighter stipend as a condition of continuing to participate in the development of the terms of the proposed Regional Fire Internship Program through Yosemite Community College District; Chief Klyn reported that the latest development is that they would like to match what the County pays of \$700.00 per month. To move forward with the possibility of being part of the program the District would have to commit to paying them \$700 per month. The District would not be committed to the program.

Moved to Approve: Treasurer Massman Seconded: Director Doss

Ayes: 3 Noes: 0 Absent: 0 Abstain: 0

h. Requests for future agenda items:

- i. New section for Continuing Business in response to a Director's request - Office Manager Dahlin presented a new section 'Continuing Business', Item 12 on this agenda, to be included on future agendas and requested the boards input. She explained that because the topics are vague, anything that arises from the discussions in this section that the board would like to act on would need to be placed on a future agenda in the 'Discussion and Action' section with specific information.
- ii. Form for requesting future agenda items - Office Manager Dahlin proposed a form (updated from a long-unused version) for requesting agenda items which will be available electronically and in hard copy at the station for anyone to use.

The consensus of the board was to accept the new agenda item and the form as presented.

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

a. Staffing Levels and Recruitment

- i. Possible increase to MWSP Intern Firefighter stipends was discussed, especially in relation to Fire Internship program. Chief Klyn reported that by law interns cannot be paid more than 20% of the local entry level wage. Gas prices and competing intern programs were discussed.

b. Fleet - Chief Krussow reported that he may have a source for new radios for the fleet. Treasurer Massman mentioned that E774 was in the Mother Lode Round-Up Parade.

13. 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 gave a 'shout out' to Tim Wallace for all of the work he has been doing on the engine's radios. Chief Krussow reported that he may have a source for new radios for the fleet. Treasurer Massman mentioned that E774 was in the Mother Lode Round-Up Parade.

14. Final audience comments: There were none.

15. Adjournment: 7:52 PM

Approved by the District Board of Directors in the meeting assembled June 14, 2022.

Jim McDonald, Board President