

## **Mi-Wuk Sugar Pine Fire Protection District Board of Directors Minutes**

Regular Meeting, 6:00 PM, Tuesday, December 10, 2024

Mi-Wuk Sugar Pine Fire Protection District

### **Call to Order – 6:00 PM**

#### **Pledge of Allegiance**

#### **Roll Call**

President McDonald - Present

Vice President Doss - Present

Treasurer Costa - Present

Director Massman - Present

Director Pimentel - Present

Also Present:

Chief Klyn - Present

Office Manager/Board Clerk Dahlin - Present

Guests: \_\_\_\_\_

#### **Swearing In and Badge Pinning of Firefighters**

Chief Klyn swore in Firefighter Remington. His mom pinned his badge.

#### **Swearing In of Pauline Costa, Ron Doss, and Mark Massman**

Pauline and Ron were appointed as if elected to four-year terms beginning December 6, 2024 and ending December 1, 2028

Mark Massman was appointed as if elected to a 'Short Term' beginning December 6, 2024 and ending December 4, 2026 (the remaining two years of a four-year term).

Directors Costa, Doss and Massman were sworn in by Board Clerk Dahlin.

#### **Board Selection of the 2025 Offices**

Director Pimentel moved to accept all officers as was discussed, that all positions remain the same as in 2024:

President – Jim McDonald

Vice President – Ron Doss

Treasurer – Pauline Costa

Clerk to the Board - Bonnie Dahlin

Seconded: Vice President Doss

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

#### **Appointment of 2025 Committee Chairs and Members**

President McDonald appointed the following:

##### **Standing Committees**

Budget Committee

Chair: Treasurer Costa

Members: President McDonald, Chief Klyn, Office Manager Dahlin, Kathy Steinkamp

Policy and Procedures Committee

Chair: Treasurer Costa

Members: Director Pimentel, Chief Klyn, David Straub

## **Ad Hoc Committees**

Local Ordinance for Cost Recovery Ad Hoc Committee

Dissolved. Will reconvene as necessary.

Out-of-District Response Ad Hoc Committee

Chair: Vice President Doss

Members: Treasurer Costa, Chief Klyn, Mark Meyers

Personnel Ad Hoc Committee

Dissolved. Will reconvene as necessary.

Apparatus Ad Hoc Committee

Chair: Chief Klyn

Members: Vice President Doss, Captain Sedlmeyer, William Schwarz

## **Annual Reconsideration of Date, Time and Place of Regular Board Meetings for 2025**

Vice President Doss moved to keep the current date, time and place.

Seconded: Director Pimentel

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

## **Annual Reconsideration of Directors Compensation for the Upcoming Fiscal Year**

President McDonald moved to reject compensation.

Seconded: Vice President Doss

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

## **Annual Reconsideration of Directors Health Insurance for the Upcoming Fiscal Year**

President McDonald moved to reject health insurance.

Seconded: Treasurer Costa

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

## **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.

## **Approval of the Minutes of the November 12, 2024, Regular Meeting**

Moved to Approve: Treasurer Costa

Seconded: Vice President Doss

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

## **Written Communications**

There were none.

## **Reports**

Auxiliary Report

Kathy Steinkamp, MWSPFPD Auxiliary Treasurer, reported that the annual membership drive is better than expected by about \$15,000, the proposed 2025 budget will be as good or better than 2024, the new Auxiliary President will be Stacey Wheat, and the bake sale raised a little over \$1,000.

Chief's Reports

James Klyn, Fire Chief, read and elaborated on his written report that is in the meeting record.

## **Standing Committee Reports for Discussion and Action**

District Policies & Procedures Committee

Director Massman reported that they met and discussed the reproductive rights law. The committee will review his research.

## Treasurer's Report on Budget Committee and Financial Summary

Treasurer Costa reported that the committee met and discussed: the failure of CA Prop 32 which would have added an additional increase in minimum wage above what the District budgeted for, the cost, possible models and steps involved in the transition for the Office Manager position, the status of the engine, PPE and app bay exhaust grants, and the funds which have been received for the SCBA and SAF grants. The MWSP Budget SnapShot for September 2024 was tabled

### Receive Tuolumne County Financial Reports

Tuolumne County Trial Balance for Month Ending September 30, 2024

Tuolumne County Budget vs Actual for Month Ending September 30, 2024

Tuolumne County Trial Balance for Month Ending October 31, 2024 - Tabled

Tuolumne County Budget vs Actual for Month Ending October 31, 2024 – Tabled

President McDonald Moved to Receive the Tuolumne County September reports.

Seconded: Treasurer Costa

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

## Discussion and Action Items

1. Update Regarding Seeking a Biennial Independent Audit for the fiscal years ending June 30, 2023 and 2024, and potentially contracting through the Tuolumne County Auditor Controller; President McDonald

Office Manager Dahlin informed the board that the County Board Clerk anticipates that Districts Resolution will be on the Board of Supervisors agenda for the December 17, 2024 meeting.

2. Update on Grants  
Treasurer Costa covered this item in the Budget Committee report.
3. Planning and scheduling of Fire Chief annual performance evaluation  
The consensus of the board was to conduct the evaluation during the March meeting using the same process as in 2024.
4. Discussion and consideration for approval of revisions to Policy 2.03.030  
Basis of Payment in Chapter 2.03: Compensation and Benefits of the Mi-Wuk/Sugar Pine Fire Protection 2024 District Manual  
Chief Klyn explained that California minimum wage will increase to \$16.50 effective January 1, 2025. The current District policy states that the starting wage for Engineers, Relief Engineers and Relief Captains is \$16.00 per hour. The draft revision changes the starting wage to be 'the current California minimum wage' and adds a maximum wage for each position to be consistent with 2.03.010. A partial revision to address the just the minimum wage was discussed. The policy was referred to the Policy Committee for further review regarding maximum rates and pay ranges.

Treasurer Costa moved to revise the current policy to read:

Engineer: Starting wage current California minimum wage.

Relief Engineers and Relief Captains: Starting wage current California minimum wage.

Seconded: Director Pimentel

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

## Continuing Business

### Staffing Levels and Recruitment

Chief Klyn reported that the District has a 'full house'

### Fleet

Chief Klyn reported that E772 is back again after additional repairs, invoiced at almost \$9,000, following receiving it with no oil pressure after the previous repair. The Districts

new mechanic will review the invoices from all related repairs to see if unnecessary or duplicate repairs were made.

### **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.

President McDonald thanked everyone for their support following his surgery.

President McDonald also shared a 'thank you' card received from the Auxiliary for the Pizza Luncheon hosted by the District.

Director Doss reported on several topics including: property insurance, Firewise, the IEC solar lithium battery class, and evacuation plans.

### **Final audience comments**

There were none.

### **Adjournment: 7:37 PM**

Approved by the District Board of Directors in the meeting assembled January 14, 2025.

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Jim McDonald, Board President