



MI-WUK/SUGAR PINE FIRE PROTECTION DISTRICT

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

Notice and Agenda
Mi-Wuk Sugar Pine Fire Protection District
Board of Directors
Regular Meeting, 6:00 PM, Tuesday, November 12, 2024
Mi-Wuk Sugar Pine Fire Protection District
24247 Highway 108, Mi Wuk Village, California

1. Call to Order _____
2. Pledge of Allegiance
3. Roll Call
 - a. President McDonald _____
 - b. Vice President Doss _____
 - c. Treasurer Costa _____
 - d. Director Massman _____
 - e. Director Pimentel _____
 - f. Also Present:
 - i. Chief Klyn _____
 - ii. Office Manager/Board Clerk Dahlin _____
 - iii. Guests: _____
4. Swearing in and badge pinning of Firefighters; Chief Klyn
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 October 8, 2024, Regular Meeting
7. Written Communications:
 - a. Letter from California Department of Insurance dated September 20, 2024
8. Reports:
 - a. Auxiliary Report: Kathy Steinkamp, MWSPFPD Auxiliary Treasurer: No Action Required
 - b. CAL FIRE Report: No Action Required
 - c. Chief's Reports: James Klyn, Fire Chief. No Action Required
9. Standing Committee Reports for Discussion and Action:
 - a. District Policies & Procedures Committee: Director Massman
 - b. Treasurers Report on Budget Committee and Financial Summary; Treasurer Costa
 - i. MWSP Budget SnapShot July 2024
 - ii. MWSP Budget SnapShot August 2024

iii. Receive Tuolumne County Financial Reports

1. Tuolumne County Trial Balance for Month Ending August 31, 2024
2. Tuolumne County Budget vs Actual for Month Ending August 31, 2024
3. Tuolumne County Trial Balance for Month Ending September 30, 2024
4. Tuolumne County Budget vs Actual for Month Ending September 30, 2024

10. Discussion and Action Items:

- a. Discussion regarding possible donation of expired SCBAs which are surplus to the needs of the District; Chief Klyn
- b. Discussion and consideration of potential revisions to Chapter 2.16: Purchasing, Contracts, and Surplus Property of the District Manual in terms of the competitive bidding process; Treasurer Costa
- c. Discussion of Solar and Lithium Ion Battery Emergencies Training Class conducted at the Mi Wuk Sugar Pine Fire Protection District; Vice President Doss
- d. 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; Treasurer Costa
- e. Review and discussion of Proposal for an Independent Audit for the fiscal years ending June 30, 2023, 2024 and 2025, received from Halliday and Company, and the extended audit RFP ‘Award of Contract’ date of November 13, 2024; Treasurer Costa
- f. Update on the biennial review and amendment to the District Conflict of Interest Code; Treasurer Costa
- g. Update on grants; Treasurer Costa

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

- a. Staffing Levels and Recruitment
- b. Fleet

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.

13. Final audience comments:

14. Adjournment: _____

In accordance with the Americans with Disabilities Act, if you need special assistance (i.e., auxiliary aids or services) in order to participate in this public meeting, please contact the District at (209) 586-5256. Notification 48 hours prior to the start of the meeting will enable the District to make reasonable accommodation to ensure accessibility to this public meeting. Pursuant to the California Government Code section 54957.5, public records, including writings relating to an agenda item for open session of a meeting and distributed less than 72 hours prior to the meeting, are available for public inspection at the Mi-Wuk Sugar Pine Fire Protection District office at 24247 Highway 108, Mi Wuk Village, California.

This Notice and Agenda was posted pursuant to District Policy on November 8, 2024