

## **West Plainfield Fire Protection District**

**24901 County Road 95, Davis, California 95616 (530)756-0212**

### **BOARD OF COMMISSIONERS – REGULAR MEETING September 21, 2021 at 7:00 PM**

To be held in Person at:

**Lillard Hall  
24901 County Road 95  
Davis CA, 95616**

- 1) Call the Meeting to Order and Establish Quorum
- 2) Public Comment
- 3) Old Business
  - a) Update – Weed Abatement (BC Wilson)
  - b) Update – Yolo County Fire Sustainability Committee (Was 172 Funds) (AC Stiles)
- 4) Lillard Hall
  - a) Manager Report (Hall Manager Gonzalez)
- 5) New Business
  - a) Discussion / Action – Out of District Volunteer Applications (BC Wilson)
  - b) Discussion/Action – Annual State Controller's Special District Transactions Report (Chief Rita)
  - c) Discussion/Action – Standing Committees – Reports (President McMullen)
    - i) Budget & Benefit Committee – **Hjerpe**, Amy
    - ii) Personnel Committee – **Guarino**, Amy
    - iii) District Funding and Development Committee - **Yeager**, Hjerpe
      - (a) Committee Report – September 4, 2021 Meeting
    - iv) Lillard Hall Committee – **Yeager**, Amy
  - d) Discussion/Action – Liaison Reports (President McMullen)
    - i) Fire Prevention/Investigation – **McMullen**
    - ii) Training – **Yeager**
    - iii) Large Equipment/Facilities – **McMullen**
    - iv) IHS - **McMullen**
  - e) Discussion/Action – Ad Hoc Committee Reports (President McMullen)
    - i) LAFCO – **Guarino**, Yeager
    - ii) Station Water Usage – **Yeager**, Guarino
    - iii) DQU – **Guarino**, McMullen
- 6) Fire Chief's Report (Chief Rita)
- 7) Battalion Chief's Report (BC Wilson)
- 8) Fire Fighter's Association Report (Jon Lee)
- 9) Clerks Report (Clerk Gonzalez)
  - a) Discussion/Action – West Plainfield Fire Protection District Bill Review

b) Approval of Prior Board Meeting Minutes (Clerk Gonzalez)

i) Regular Meeting – August 17, 2021

10) Open Forum

11) Next regular Board meeting on October 19, 2021, unless another date is agreed upon.

12) Meeting Adjourned (President McMullen)

### Current Rentals - Lillard Hall

Date	Name	Event Date	Deposit	Rental Fee	Total Due	Event Type
6/24/2021	Jennie Kiefer	9/22/2021		\$50	\$50	Meeting
6/24/2021	Jennie Kiefer	9/23/2021		\$50	\$50	Meeting
6/23/2021	Josefina Gutierrez	9/25/2021	\$550	\$800	\$1,350	Baptism Reception
6/24/2021	Jennie Kiefer	9/29/2021		\$50	\$50	Meeting
6/24/2021	Jennie Kiefer	9/30/2021		\$50	\$50	Meeting
8/1/2021	Jose Aleman	10/9/2021	\$550	\$800	\$1,350	Birthday Party
6/24/2021	Jennie Kiefer	10/13/2021		\$50	\$50	Meeting
6/24/2021	Jennie Kiefer	10/14/2021		\$50	\$50	Meeting
7/13/2021	Pedro Solorio	10/16/2021	\$550	\$800	\$1,350	Baptism Reception
6/24/2021	Jennie Kiefer	10/20/2021		\$50	\$50	Meeting
6/24/2021	Jennie Kiefer	10/21/2021		\$50	\$50	Meeting
9/15/2021	Francisco Vargas	10/23/2021	\$550	\$800	\$1,350	Baby Shower
6/24/2021	Jennie Kiefer	10/27/2021		\$50	\$50	Meeting
6/24/2021	Jennie Kiefer	10/28/2021		\$50	\$50	Meeting
8/25/2021	Leticia Ayala Lopez	10/30/2021	\$550	\$800	\$1,350	Wedding
6/24/2021	Jennie Kiefer	11/3/2021		\$50	\$50	Meeting
6/24/2021	Jennie Kiefer	11/4/2021		\$50	\$50	Meeting
6/24/2021	Jennie Kiefer	11/17/2021		\$50	\$50	Meeting
6/24/2021	Jennie Kiefer	11/18/2021		\$50	\$50	Meeting
6/24/2021	Jennie Kiefer	11/24/2021		\$50	\$50	Meeting
6/24/2021	Jennie Kiefer	12/1/2021		\$50	\$50	Meeting
6/24/2021	Jennie Kiefer	12/2/2021		\$50	\$50	Meeting
6/24/2021	Jennie Kiefer	12/8/2021		\$50	\$50	Meeting
6/24/2021	Jennie Kiefer	12/9/2021		\$50	\$50	Meeting
6/24/2021	Jennie Kiefer	12/15/2021		\$50	\$50	Meeting
6/24/2021	Jennie Kiefer	12/16/2021		\$50	\$50	Meeting
6/24/2021	Jennie Kiefer	12/22/2021		\$50	\$50	Meeting
6/24/2021	Jennie Kiefer	12/23/2021		\$50	\$50	Meeting
6/22/2021	Arianna Alvarez	2/26/2022	\$550	\$800	\$1,350	Birthday Party
<b>36</b>			<b>\$4,350</b>	<b>\$6,800</b>	<b>\$11,150</b>	

### Deposits

Date	Name	Event Date	Description	Amount
8/8/21	Martin Hernandez	8/21/21	Deposit	\$550.00
8/8/21	Martin Hernandez	8/21/21	Rental Fee	\$800.00
8/10/21	Jennie Keifer	August 2021	Rental Fee	\$200.00
8/13/21	Pedro Solorio	10/16/21	Deposit	\$550.00
8/13/21	Pedro Solorio	10/16/21	Rental Fee	\$800.00
8/30/21	Nadia J Javeed	9/4/21	Deposit	\$500.00
9/3/21	Jennie Keifer	September 2021	Rental Fee	\$400.00
9/5/21	Jennie Keifer	8/19/21	Rental Fee	\$50.00
9/6/21	Leticia Ayala Lopez	10/30/21	Deposit	\$550.00
9/11/21	Fly Fishers Davis	9/11/21	Rental Fee	\$800.00
9/19/21	Fernando Vargas	10/23/21	Deposit	\$500.00
9/19/21	Fernando Vargas	10/31/21	Deposit	\$50.00
<b>12</b>				<b>\$5,750.00</b>

### Expenses

Date	Expense	Description	Invoice #	Amount
8/31/2021	Martin Hernandez	Deposit Refund		\$550.00
8/14/2021	A Reyes	Handyman Work	1001	\$200.00
8/26/21	Jim Yeager	Post Reimbursement		\$61.01
9/21/21	Maryssa Cha	Deposit Refund		\$500.00
9/21/21	Fly Fishers of Davis	Deposit Refund		\$700.00
9/21/21	Rejina Perez	Deposit Refund		\$550.00
8/12/21	ULINE	Air Rack & Supp	137329757	\$623.49

**Proposal to Prepare and Submit Special Districts Financial Transactions Report for Fiscal Year Ended June 30, 2021.**

Pursuant to Government Code Section 12463, all special districts are required to annually furnish reports of financial transactions to the State Controller’s Office (SCO) in the SCO’s prescribed time, form, and manner.

**What to File**

The following prescribed reports must be submitted by the deadline:

- Special Districts Financial Transactions Report (including signed cover page)
- US Bureau of the Census Supplement to the Annual Report of Special Districts

**When to File**

Government Code section 53891(a) requires completed reports to be submitted to the SCO within seven months after the close of the fiscal year. (Due date of January 31, 2022 for fiscal year ended June 30, 2021)

**How to File**

The reports may be submitted electronically or by mail.

**Proposal**

Prepare and submit electronically all required reports mentioned-above by the January 31, 2021 deadline for a fee of \$200.00.

**Depending on the circumstances, and only if I do not have access to the County financial system, I may request the following, at a later time, to prepare the report:**

- Trial balance for all funds to be included in the report, Infor report GL291 in excel format.
- Listing of transactions, for all funds to be included in the report, Infor report GL290, in excel format.
- Capital asset schedule.
- Debt amortization schedules.
- Other information as required by the State’s reporting program

All of these reports may be provided to you by the County of Yolo Department of Financial Services. Please be certain to send me only the final June 30, 2021 data.

Sincerely,

Mark V. Krummenacker  
2826 Meadow Hawk Way, Antelope, CA 95843  
Cell 530-368-0901, email mark.krummenacker@comcast.net

To accept this proposal please sign and reply back to me as soon as possible.

Printed Name	Title
Signature	Date

If District accepts proposal, please complete and send back to me the following:

Report preparation District contact: \_\_\_\_\_  
Name Phone email

District Official who will sign cover page: \_\_\_\_\_  
Name Contact (email)

District mailing address: \_\_\_\_\_

Members of Governing Board as of June 30, 2021:

First Name	MI	Last Name	Title
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Other District Officials as of June 30, 2021:

_____	_____	_____	Secretary
_____	_____	_____	Treasurer
_____	_____	_____	Counsel
_____	_____	_____	Manager
_____	_____	_____	Other please specify _____

Independent Auditor:

Firm Name: \_\_\_\_\_

Engagement Partner: \_\_\_\_\_  
First Name Last Name Phone Number

# Income Statement

GL293 Date 09/20/21 Company 1000 - YOLO COUNTY USD Page 1  
 Time 20:05 Income Statement  
 For Period 1 Through 12 Ending June 30, 2021 Fiscal Year 2021 Budget 5

6223-0053-02751-8060 62235327518060 WEST PLAINFIELD FIRE DIST OPER

Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
NETFUND/POST	NET FUND BALANCE						
REVENUES	REVENUES						
TAXES	TAXES						
PROPERTY TAX	PROPERTY TAX						
400100-0000	PROP TAXES-CURRENT SECURED	322,930.20-	309,000.00-	104.51	322,930.20-	309,000.00-	104.51
400101-0000	PROP TAXES-CURRENT UNSECURED	38,545.52-	26,000.00-	148.25	38,545.52-	26,000.00-	148.25
400111-0000	PROP TAXES-PRIOR UNSECURED	1,050.03-	400.00-	262.51	1,050.03-	400.00-	262.51
400120-0000	SUPPLEMENTAL PROP TAXES CURR	5,982.21-	0.00	0.00	5,982.21-	0.00	0.00
	Total PROPERTY TAX	368,507.96-	335,400.00-	109.87	368,507.96-	335,400.00-	109.87
	Total TAXES	368,507.96-	335,400.00-	109.87	368,507.96-	335,400.00-	109.87
REVUSEMONEY	REVENUE FROM USE OF MONEY AND						
400700-0000	INVESTMENT EARNINGS-POOL	4,641.27-	500.00-	928.25	4,641.27-	500.00-	928.25
400705-0000	GASB 31 FMV - DFS ONLY	7,583.00	0.00	0.00	7,583.00	0.00	0.00
	Total REVENUE FROM USE OF MONE	2,941.73	500.00-	588.35-	2,941.73	500.00-	588.35-
INTGOVREVENU	INTERGOVERNMENTAL REVENUES						
STATEREV	STATE REVENUE						
401061-0000	ST-HIGHWAY PROPERTY RENTALS	3.07-	0.00	0.00	3.07-	0.00	0.00
401240-0000	ST-HOMEOWNERS PROP TAX RELIEF	1,581.48-	0.00	0.00	1,581.48-	0.00	0.00
	Total STATE REVENUE	1,584.55-	0.00	0.00	1,584.55-	0.00	0.00
	Total INTERGOVERNMENTAL REVENU	1,584.55-	0.00	0.00	1,584.55-	0.00	0.00
CHG FOR SVCS	CHARGES FOR SERVICES						
403610-0000	OTH CHRG FR SVC-FIREFGHTR SVC	69,150.86-	0.00	0.00	69,150.86-	0.00	0.00
403699-0000	OTHER CHARGES FOR SERVICES	0.00	55,000.00-	0.00	0.00	55,000.00-	0.00
	Total CHARGES FOR SERVICES	69,150.86-	55,000.00-	125.73	69,150.86-	55,000.00-	125.73
MISCREVENUES	MISCELLANEOUS REVENUES						
404190-0000	OTHER MISC REVENUES	136.01-	0.00	0.00	136.01-	0.00	0.00
	Total MISCELLANEOUS REVENUES	136.01-	0.00	0.00	136.01-	0.00	0.00
OTHRFINANSRC	OTHER FINANCING SOURCES						
405999-0000	USE FD BAL AVAIL-BUDGET ONLY	0.00	315,925.00-	0.00	0.00	315,925.00-	0.00
	Total OTHER FINANCING SOURCES	0.00	315,925.00-	0.00	0.00	315,925.00-	0.00
	Total REVENUES	436,437.65-	706,825.00-	61.75	436,437.65-	706,825.00-	61.75
EXPENDITURES	EXPENDITURES						
SALARY&BEN	SALARIES AND EMPLOYEE BENEFITS						
SALARY&WAGES	SALARY AND WAGES						
500100-0000	REGULAR EMPLOYEES	254,251.63	219,280.00	115.95	254,251.63	219,280.00	115.95
500110-0000	EXTRA HELP	0.00	27,200.00	0.00	0.00	27,200.00	0.00
500120-0000	OVERTIME	1,086.90	0.00	0.00	1,086.90	0.00	0.00
	Total SALARY AND WAGES	255,338.53	246,480.00	103.59	255,338.53	246,480.00	103.59
EMPBENEFITS	EMPLOYEE BENEFITS						
500320-0000	OASDI	15,882.38	13,400.00	118.53	15,882.38	13,400.00	118.53
500330-0000	FICA/MEDICARE	3,714.40	4,000.00	92.86	3,714.40	4,000.00	92.86
500380-0000	UNEMPLOYMENT INSURANCE	3,575.47	2,500.00	143.02	3,575.47	2,500.00	143.02
500390-0000	WORKERS' COMP INSURANCE	16,875.00	8,000.00	210.94	16,875.00	8,000.00	210.94
	Total EMPLOYEE BENEFITS	40,047.25	27,900.00	143.54	40,047.25	27,900.00	143.54
	Total SALARIES AND EMPLOYEE BE	295,385.78	274,380.00	107.66	295,385.78	274,380.00	107.66
SERVSUPPLIES	SERVICES AND SUPPLIES						
501010-0000	CLOTHING & PERSONAL SUPPLIES	28,956.47	30,000.00	96.52	28,956.47	30,000.00	96.52
501020-0000	COMMUNICATIONS	7,645.47	4,500.00	169.90	7,645.47	4,500.00	169.90

# Income Statement

GL293 Date 09/20/21  
Time 20:05

Company 1000 - YOLO COUNTY  
Income Statement  
For Period 1 Through 12 Ending June 30, 2021

USD

Page 2

Fiscal Year 2021 Budget

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6223-0053-02751-8060

62235327518060

WEST PLAINFIELD FIRE DIST OPER

Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
501030-0000	FOOD	201.03	0.00	0.00	201.03	0.00	0.00
501040-0000	HOUSEHOLD EXPENSE	7,074.39	8,000.00	88.43	7,074.39	8,000.00	88.43
501051-0000	INSURANCE-PUBLIC LIABILITY	5,000.00	6,000.00	83.33	5,000.00	6,000.00	83.33
501052-0000	INSURANCE-FIRE & EXTENDED	1,142.99	0.00	0.00	1,142.99	0.00	0.00
501053-0000	INSURANCE-OTHER	75.13	0.00	0.00	75.13	0.00	0.00
501070-0000	MAINTENANCE-EQUIPMENT	40,951.11	23,420.00	174.86	40,951.11	23,420.00	174.86
501071-0000	MAINTENANCE-BLDG IMPROVEMENT	1,246.48	12,000.00	10.39	1,246.48	12,000.00	10.39
501080-0000	MED, DENTAL, & LAB SUPPLIES	1,618.05	5,000.00	32.36	1,618.05	5,000.00	32.36
501090-0000	MEMBERSHIPS	10,904.15	3,200.00	340.75	10,904.15	3,200.00	340.75
501100-0000	MISCELLANEOUS EXPENSE	769.03	500.00	153.81	769.03	500.00	153.81
501102-0000	MISC EXP-CREDIT CARD SVC CHRGS	134.01	200.00	67.01	134.01	200.00	67.01
501110-0000	OFFICE EXPENSE	2,954.07	5,000.00	59.08	2,954.07	5,000.00	59.08
501111-0000	OFFICE EXP-POSTAGE	41.46	500.00	8.29	41.46	500.00	8.29
501112-0000	OFFICE EXP-PRINTING	376.35	1,500.00	25.09	376.35	1,500.00	25.09
501151-0000	PROF & SPEC SVC-AUDITG & ACCTG	200.00	300.00	66.67	200.00	300.00	66.67
501152-0000	PROF & SPEC SVC-INFO TECH SVC	219.91	1,200.00	18.33	219.91	1,200.00	18.33
501155-0000	PROF & SPEC SVC-MED,DENTAL,LAB	961.00	1,000.00	96.10	961.00	1,000.00	96.10
501156-0000	PROF & SPEC SVC-LEGAL SVC	1,145.83	1,000.00	114.58	1,145.83	1,000.00	114.58
501165-0000	PROF & SPEC SVC-OTHER	230.58	0.00	0.00	230.58	0.00	0.00
501180-0000	PUBLICATIONS AND LEGAL NOTICES	0.00	500.00	0.00	0.00	500.00	0.00
501190-0000	RENTS AND LEASES - EQUIPMENT	1,932.08	1,500.00	128.81	1,932.08	1,500.00	128.81
501205-0000	TRAINING	388.00	11,400.00	3.40	388.00	11,400.00	3.40
501210-0000	MINOR EQUIPMENT	23,053.41	44,725.00	51.54	23,053.41	44,725.00	51.54
501250-0000	TRANSPORTATION AND TRAVEL	6,204.28	8,000.00	77.55	6,204.28	8,000.00	77.55
501251-0000	TRASNP & TRAVEL-FUEL	334.68	0.00	0.00	334.68	0.00	0.00
501260-0000	UTILITIES	7,335.39	8,000.00	91.69	7,335.39	8,000.00	91.69
	Total SERVICES AND SUPPLIES	151,095.35	177,445.00	85.15	151,095.35	177,445.00	85.15
OTHERCHARGES	OTHER CHARGES						
502090-0000	DEPRECIATION	63,580.74	0.00	0.00	63,580.74	0.00	0.00
	Total OTHER CHARGES	63,580.74	0.00	0.00	63,580.74	0.00	0.00
CAPITALASSET	CAPITAL ASSETS						
503070-0000	EQUIPMENT	7,681.52	0.00	0.00	7,681.52	0.00	0.00
503071-0000	EQUIPMENT-VEHICLE	231,350.44	235,000.00	98.45	231,350.44	235,000.00	98.45
	Total CAPITAL ASSETS	239,031.96	235,000.00	101.72	239,031.96	235,000.00	101.72
CONTINGENCY	APPROPRIATION FOR CONTINGENCIE						
503300-0000	APPROPRIATION FOR CONTINGENCY	0.00	20,000.00	0.00	0.00	20,000.00	0.00
	Total APPROPRIATION FOR CONTIN	0.00	20,000.00	0.00	0.00	20,000.00	0.00
	Total EXPENDITURES	749,093.83	706,825.00	105.98	749,093.83	706,825.00	105.98
	Total NET FUND BALANCE	312,656.18	0.00	0.00	312,656.18	0.00	0.00

**West Plainfield Fire Protection District**

24901 Road 95, Davis, California 95616 • (530) 756-0212

9/17/2021

Auditor-Controller  
625 Court Street  
Woodland, CA 95695

This letter is to inform you that the West Plainfield Fire Protection District’s Board of Commissioners has approved for payment the bills listed below:



49er Communications Inc.	\$284.21
Clark Pest Control of Stockton Inc.	\$110.00
EMSCES911	\$250.00
Esparto Fire Protection District	\$1,133.33
Fire District Asso. Of California	\$250.00
Hedman Drilling	\$190.00
Interstate Oil Company	\$1,260.96
LN Curtis & Sons	\$77.91
PG&E	\$1,519.94
Precision Hydro	\$325.00
PS Supply Inc	\$105.73
Pisani's Auto Parts	\$146.13
Quill LLC	\$67.19
Recology	\$730.64
River City Fire Equipment	\$338.96
TIAA Commercial Finance, Inc	\$205.54
US Bank Corporate Payment Services	\$488.88
Total:	<u><u>\$7,484.42</u></u>

\* Not included in total (previously presented for payment)



# West Plainfield Fire Protection District

24901 County Road 95, Davis, California 95616 (530)756-0212

## BOARD OF COMMISSIONERS – REGULAR MEETING - MINUTES

August 17, 2021

Held in Person

1) Call to Order

The meeting was called to order at 7:01pm by President McMullen and quorum was established.

**Commissioners:** James McMullen, Jim Yeager, Richard Guarino,  
Charles Hjerpe, and Emily Amy

**Staff:** Assistant Chief Dave Stiles, Battalion Chief Eric Wilson,  
Clerk Brenda Gonzalez, Jon Lee

2) Public Comment

None

3) Old Business

a) Update – Weed Abatement (BC Wilson)

BC Wilson reported to the board that they are missing responses from 2-3 properties. The properties that were mentioned in the resolution have been responsive. BC Wilson gave the board report on the properties not in compliance which included a property off County Road 95, a property on 29, and County Road 96, lastly a property off Russell. BC Wilson asked the board what they believe should be the next move.

Chief Rita suggests forced abatement, since the station has taken the necessary steps in notifying property owners about the weed abatement program.

Commissioner Yeager asked if the budget would be able to handle mandatory abatement.

Chief Rita mentioned having extra monies from the appropriation for contingencies fund and the budget should be able to handle the mandatory abatement.

BC Wilson suggests doing a bare minimum to at least clear foliage at least 10 feet away from the road.

President McMullen asked Chief Rita if she suggests mandatory abatement on all 3 properties.

Chief Rita stated that the property on Russell Blvd. has not been able to get properly notified since certified mail has been returned to the station. However, Chief Rita suggests that it's time to mitigate the other 2 properties.

Motion: Commissioner Guarino

2nd: Commissioner Yeager

To approve mandatory abatement on 24330 County Road 95, Davis CA 95616

President McMullen asked for a roll call.

Commissioner Yeager: Aye

Commissioner Hjerpe: Aye

Commissioner Guarino: Aye

Commissioner Amy: Aye  
President McMullen: Aye  
Motion Passed: 5-0

Motion: Commissioner Guarino  
2nd: Commissioner Amy

To approve mandatory abatement on 36205 County Road 29, Davis CA 95616

Commissioner Amy asked what exactly forced abatement entail on the mentioned property and what work needs to be done.

BC Wilson answered that this property has a history of abatement issues. BC Wilson would like to see vegetation be cleared 10 feet from the roadways, trees need to be trimmed 4ft from the ground, and dead vegetation needs to be cleared 30 feet from the house.

President McMullen asked for a roll call.

Commissioner Yeager: Aye  
Commissioner Hjerpe: Aye  
Commissioner Guarino: Aye  
Commissioner Amy: Aye  
President McMullen: Aye  
Motion Passed: 5-0

b) Update – Yolo County Fire Sustainability Committee (Was 172 Funds) (AC Stiles)

AC Stiles reported to the board that the committee got together on August 3rd. AC Stiles stated there was a rearrangement as far as committee assignments since they were becoming crowded. The county staff is not going to recommend to the board of supervisors any long term funding plan until the LAFCO report is done. However, the county would like to see other funding options including the 218 benefit assessments, one time funding to support wildfire needs, and cost recovery systems.

4) Lillard Hall

a) Manager Report (Hall Manager Gonzalez)

Hall Manager Gonzalez went over with the board an updated list of the current rentals as well as all incoming deposits.

Hall Manager Gonzlaez also reported that the main overhead AC broke down since the last meeting. However, it was fixed by Blake's Heating & Air.

5) New Business

a) Discussion / Action – Out of District Volunteer Applications (BC Wilson)

BC wilson reported to the board that there was one application from a UC Davis student the applicant has EMS experience including other various work experience. BC Wilson suggests to the board that they accept the out of district volunteer application.

By consensus the board agrees that BC Wilson should proceed with the applicant.

b) Discussion/Action – Replacement of Copier

BC Wilson brought up to the board to get under a new contract with WizEx (current vendor) which

includes a new copy machine for the same price we currently pay. BC Wilson also suggested getting on the maintenance contract for \$12 more which includes maintenance and parts on the machine and toner replacement.

Motion: Commissioner Amy

2nd: Commissioner Guarino

For the station to get under a new contract with WizEx and to also include the maintenance plan.

President McMullen asked for a roll call.

Commissioner Yeager: Aye

Commissioner Hjerpe: Aye

Commissioner Guarino: Aye

Commissioner Amy: Aye

President McMullen: Aye

Motion Passed: 5-0

c) Discussion/Action – Standing Committees – Reports (President McMullen)

i) Benefits and Budget Committee – **Hjerpe**, Amy

No meeting No report

ii) Personnel Committee – **Guarino**, Amy

No Meeting No report

iii) District Funding and Development Committee - **Yeager**, Hjerpe

No Meeting No report

iv) Lillard Hall Committee – **Yeager**, Amy

No Meeting No report

d) Discussion/Action – Liaison Reports (President McMullen)

i) Fire Prevention/Investigation – **McMullen**

No Meeting No Report

ii) Training – **Yeager**

**Commissioner Yeager has been in contact with Lieutenant Murillo and Firefighter MgGenty and will be meeting with them to discuss training.**

iii) Large Equipment/Facilities – **McMullen**

**No Meeting No Report**

iv) IHS - **McMullen**

**BC Wilson reported to the board that he is getting ready to conduct a quarterly fire inspection for the property. BC Wilson also reported that he has been in close contact Mr. Ali with IHS and has gotten billing issues cleared up. BC Wilson also reported that he was told by IHS that Sacred Oaks will not be in operation until 2022.**

**President McMullen asked BC Wilson about the status with DQU.**

**BC Wilson reported that he has been trying to get in touch with board members of the university but has been unsuccessful in getting an inspection date.**

**Chief Rita that the ongoing issues with DQU should be made to the attention of local representatives to get issues resolved.**

**President McMullen would like to put together an Ad Hoc Committee for DQU and assigned Commissioner Guarino to chair the committee and President McMullen as a member of the committee.**

- e) Discussion/Action – Ad Hoc Committee Reports (President McMullen)
  - i) LAFCO – **Guarino**, Yeager  
No Meeting No Report
  - ii) Station Water Usage – **Yeager**, Guarino  
Commissioner Yeager said that he has been in contact with the pump company but has been unsuccessful in securing a date to get the pump work done.
  
- 6) Fire Chief's Report (Chief Rita)  
Chief Rita reported to the board that she is preparing for the chiefs a report on ways the districts can share resources.
  
- 7) Battalion Chief's Report (BC Wilson)  
BC Wilson went over the BC Report presented in the packet.  
BC Willson went over with the board the past months incidents that the department responded too.  
BC Wilson also went over with the board that call volume is up this year and believes the station can reach up to 200 calls.
  
- 8) Clerks Report (Clerk Gonzalez)
  - a) Discussion/Action – West Plainfield Fire Protection District Bill Review  
Clerk Gonzalez presented to the board the current bills for the month.  
Motion: Commissioner Guarino  
2nd: Commissioner Yeager  
To approve the bills presented.  
  
President McMullen asked for a roll call.  
Commissioner Yeager: Aye  
Commissioner Hjerpe: Aye  
Commissioner Guarino: Aye  
Commissioner Amy: Aye  
President McMullen: Aye  
Motion Passed: 5-0

b) Approval of Prior Board Meeting Minutes (Clerk Gonzalez)

i) Special Meeting of July 27, 2021

Motion: Commissioner Guarino

2nd: Commissioner Amy

To approve the minutes as presented.

President McMullen asked for a roll call.

Commissioner Yeager: Aye

Commissioner Hjerpe: Aye

Commissioner Guarino: Aye

Commissioner Amy: Aye

President McMullen: Aye

Motion Passed: 5-0

ii) Emergency Meeting of August 4, 2021

Motion: Commissioner Guarino

2nd: Commissioner Yeager

To approve the minutes with corrections.

President McMullen asked for a roll call.

Commissioner Yeager: Aye

Commissioner Hjerpe: Aye

Commissioner Guarino: Aye

Commissioner Amy: Aye

President McMullen: Aye

Motion Passed: 5-0

9) Open Forum

Jon Lee reported to the board on behalf of the volunteer fire fighters association. He reported that the association is in the process of trying to plan an open house for the fire station to get the public involved.

10) CALENDAR

Next regular Board meeting on September 21, 2021

Motion: Commissioner Guarino

2nd: Commissioner Yeager

To adjourn meeting

President McMullen asked for a roll call.

Commissioner Yeager: Aye

Commissioner Hjerpe: Aye

Commissioner Guarino: Aye

Commissioner Amy: Aye  
President McMullen: Aye  
Motion Passed: 5-0

Meeting Adjourned