

West Plainfield Fire Protection District

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

BOARD OF COMMISSIONERS – REGULAR MEETING July 20, 2021 at 7:00 PM

To be held in Person at:

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

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,

2) PUBLIC COMMENT

None.

3) OLD BUSINESS

a) Update – Weed Abatement (BC Wilson)

BC Wilson reported to the board that the abatement notices were sent out certified mail on Friday. The Resolution that was approved to sign on 7/12/21. BC Wilson reported to the board that he is getting together with staff and working with property owners to make sure parcels are compliant.

Commissioner Yeager requests postcards get sent out sooner and something sent out that looks more official (letter).

BC Wilson agrees that weed abatement be started sooner and notices be sent out sooner as well.

By consensus, the board agrees to go with a more official notice (letter) next year instead of a postcard.

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

Chief Rita reported to the board that attorneys are continuing to meet with county supervisors and other interested parties. Chief Rita reported that until the MSR is complete they will not have serious discussions about where monies are to come from. There are however grants that some districts have applied for in the interim. Chief Rita also stated that there may be a possibility of addition funding during the mid fiscal year. However, there are still no solid numbers.

4) LILLARD HALL

a) Manager Report (Hall Manager Gonzalez)

Hall Manager Gonzalez reported to the board that since the last meeting, there have been some more changes to the hall. Hall Manager Gonzalez went over with the board the list of work that has been done to the hall. Including: Deep cleaning of Lillard Hall, repairing hole in the wall near the thermostat, painting of hallway near restrooms, painting of utility closet, Mask Requirement magnetic signs, and various other small repairs. Hall Manager Gonzalez also reported that she is continuing to accept applications for

rentals. Hall Manager also provided to the board a list of current rentals and expenses. (See Packet)

5) NEW BUSINESS

- a) Discussion / Action – Out of District Volunteer Applications (BC Wilson)
BC Wilson reported there are no new applications to report for neither Out of District nor In District.

- b) Discussion/Action – Usage of station water by the public
Has been moved to item 5f(ii).

- c) Discussion / Action - Adopt FY 2021-2022 Budget (Chief Rita)
Has been moved to item 5d(i)(b).

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

- i) Benefits and Budget Committee – Hjerpe, Amy
 - (a) Discussion/action - approve 1/8/21 minutes - Hjerpe and Guarino
Motion: Commissioner Guarino
2nd: Commissioner Hjerpe
To approve the minutes.
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) Discussion / Action - Adopt FY 2021-2022 Budget (Chief Rita)
Chief Rita presented to the board the 2021-2022 Budget.

Motion: Commissioner Amy
2nd: Commissioner Guarino

To adopt the proposed budget with a total financing sources projected at \$549,855.06 and totals appropriation financing uses of \$549,855.00

Commissioner Amy asked Chief Rita if sick time accruals will be discussed in this budget or at a future date.

Chief Rita stated that sick time/vacation accruals will be on the next meeting agenda.

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) Personnel Committee – **Guarino, Amy**
No Meeting No Report

- iii) District Funding and Development Committee - **Yeager, Hjerpe**
No Meeting No Report

Commissioner Yeager would like to discuss grant information and set up a meeting with BC Wilson. Chief Rita reported that the district has applied for a grant with the county that would provide a generator for the well.

BC Wilson also added that staff have been alert on upcoming grant opportunities.

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

Commissioner Yeager reported that the committee had agreed to get the COVID addendum added to the contract for future renters. The committee also decided to get the hall cleaned and have maintenance completed. Commissioner Yeager also discussed buying welded wire panels to separate the grassy areas/propane tank and keep locked.

Commissioner Yeager also stated to the board his interest in upgrading the outdoor recreation area behind the station. Commissioner Yeager suggested a sprinkler system as well as the planting of Bermuda grass.

Commissioner Yeager also reported that the committee recommends buying welded wire panels to separate the hall and the station preferably before a scheduled event.

Motion: Commissioner Amy

2nd: Commissioner Yeager

To purchase standard combo welded wire panels with metal T posts from the corner of the station to the fence to prevent Lillard hall renters to entering restricted areas outside of the firehouse.

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

- e) Discussion/Action – Liaison Reports (President McMullen)

- i) Fire Prevention/Investigation – **McMullen**
No meeting No Report

- ii) Training – **Yeager**
No meeting No Report

- iii) Large Equipment/Facilities – **McMullen**
No Meeting No Report

- iv) IHS – **McMullen**

BC Wilson reported to the board about the fire at DQU 2 weeks ago. It brought back previous issue as to figuring out who is in charge out at DQU. Chief Rita has been working on figuring out who the contact should be for the property. Sacred Oaks is a separate entity than DQU. Sacred Oaks is anticipation to be open and running mid-October. BC Wilson reported about the variety of training

classes and services to be provided at the facility.

f) Discussion/Action – Ad Hoc Committee Reports (President McMullen)

i) LAFCO – Guarino, Yeager

No meeting, no report.

ii) Station Water Usage Committee – Yeager, Guarino

Commissioner Yeager reported that since the drought wells are beginning to run dry. Commissioner Yeager got in control with Yolo Flood Control to monitor the water level of well at the station.

Historically the well ran about 30 feet. The well was measured June 30 and read at 126 ft.

Commissioner Yeager expressed his concerns of not knowing the depth of the well. Commissioner Yeager recommends hiring someone to come measure the depth of the well and figure out what the water capacity of the well is; as well as, looking at the possibility of getting the well drilled.

Commissioner Yeager reported that the work will take time to get done.

Commissioner Yeager had BC Wilson check with county council regarding the possibility of adopting a policy regarding the public use of well water. County council responded by giving the option to review said policy.

Commissioner Amy asked, why the district needs a policy and instead provide staff a directive.

President McMullen voiced his concerns over properties that wells are running dry. President McMullen agrees on a motion instead of a policy.

Commissioner Amy is concerned over the pump due to the age and agrees to get together with a pump company as well as providing a directive to staff.

Motion: Commissioner Yeager

2nd: Commissioner Gaurino

Hire a well company to install a new pump as well as find the depth/capacity of the well.

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 Amy

2nd: Commissioner Guarino

Direct staff not to provide water to commercial entities requesting water. As well as using discretion for small requests by homeowners. If there be an issue to be addressed.

Commissioner Hjerpe suggests instead to not provide ANYONE water until we know the condition of the well.

Commissioner Amy and Guarino withdraw the motion

Motion: Commissioner Amy

2nd: Commissioner Guarino

Directive to staff not to provide water at this time to public without approval of the board of commissioners until further notice.

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

1) Fire Chief's Report (Chief Rita)

Chief Rita reported that she is doing research on who oversees the property and who holds a current deed.

The deed was put together as property to provide educational services. However, that is no longer the case. Chief Rita reported that the county refuses to conduct any type of inspections for the same issues.

The terms of the deed are not being met that was granted to DQU.

Chief Rita's plan is to get the county building department involved to red tag the building and take care of the squatting issue at DQU.

Commissioner Yeager suggests contacting the county health department.

Chief Rita voiced her concerns over different county departments not wanting to go in and inspect because of the possibility of the property being federal property.

Commissioner Amy suggests sending it to the US Attorney's office.

2) Battalion Chief's Report (BC Wilson)

BC Wilson reported on all incidents the department has handled for the previous month. (See attached report in packet)

BC Wilson reported that YCPARMIA will no longer join ERMA in order not to bring up costs. YCPARMIA is recommending rescinding the resolution (21-01) with the board or do nothing. President McMullen suggests adding the topic to the next regular meeting agenda.

BC Wilson reported of first running units are now carrying NARCAN due to the opioid crisis.

BC Wilson reported a successful training with Davis Flight Support and Woodland Aviation night going over airport operations and safety plans.

3) Clerks Report (Clerk Gonzalez)

a) Discussion/Action – West Plainfield Fire Protection District Bill Review

Motion: Commissioner Guarino

2nd: Commissioner Yeager

Approve bills 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

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

i) Regular Meeting of May 18, 2021

ii) Special Meeting of June 9, 2021

iii) Regular Meeting of June 15, 2021

Motion: Commissioner Amy
2nd: Commissioner Guarino

Approve 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

4) OPEN FORUM

Commissioner Yeager wanted to add that he went to Bank of America to remove "West Plainfield Fire Protection District" off the account name.

5) CALENDAR

Next Board meeting on July 27, 2021 at 7:00pm

Motion: Commissioner Guarino
2nd: Commissioner Hjerpe

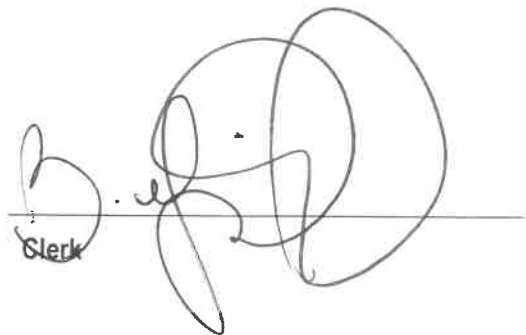
To adjourn
President McMullen asked for a roll call

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

Meeting Adjourned at 8:55pm



President



S clerk