



West Plainfield Fire Protection District
24901 County Road 95, Davis, CA 95616 (530) 756-0212

**MINUTES - BOARD OF COMMISSIONERS – REGULAR MEETING
March 15, 2022 at 7:00 PM**

Held In Person
Lillard Hall
24905 County Road 95
Davis, CA 95616

1. Call the Meeting to Order and Establish Quorum (President McMullen)

President McMullen called the meeting to order at 1900 hours and established a quorum.

Present were:

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

Staff: Fire Chief / Interim Clerk Rita
Captain Bravo
Hall Manager Gonzalez
Jon Lee, Firefighter / President, Volunteer Association

2. Public Comment – NONE

3. Old Business

a. Update – Weed Abatement (BC Wilson – not present)

After some discussion about mailing a newsletter vs a postcard regarding weed abatement, Chair McMullen asked that BC Wilson bring the estimates for each to the next meeting. The plan is to settle upon a method for next year's mailings now; allowing plenty of time to weigh the costs and advantages of one method vs another.

b. Update – Yolo County Fire Sustainability Committee (AC Stiles)

BC Wilson's report was included in the Board packet. AC Stiles was not present, but Chief Rita relayed that the Fire Sustainability Committee was still waiting for the LAFCO Municipal Service Reviews to be completed and had asked that revised action plans be submitted by each District in the meantime. AC Stiles had reported to Chief Rita that our revised plan had been presented to the committee; Captain Bravo confirmed it. In the meantime, the County has moved forward with the 218 Study and securing a vendor.

4. Lillard Hall

a. Manager Report (Hall Manager Gonzalez)

Hall Manager Gonzalez reported that since the new rates had gone into effect she had scheduled four events and had four that she was working on confirming. Internet service has been installed in the Hall, at the minimum service level. It appears, however, that it will not be sufficient. The Hall Manager will research the cost of increasing the service levels.

Commissioner Yeager asked what was happening with installation of the motion lights. Hall Manager Gonzalez reported they still need to be purchased and installed. Commissioner Yeager requested that it be done as soon as possible for safety reasons.

5. New Business

a. Discussion / Action (AC Stiles)

- i. Approve sale of 1997 F-350 for \$10,000 to Russell Hatanaka**
- ii. Approve sale of GMC for \$7,500 to Jason Johnson**
- iii. Discuss sale of 2nd 1997 F-350 for \$10,000 to Russell Hatanaka**

Held a discussion before any motions were presented regarding whether or not to sell the 2nd F-350. Because the Department is using the second one as a utility, which has been very beneficial, and everyone agreed it is not feasible at this time to take any sale proceeds and purchase a new utility, the District will not sell the 2nd F-350.

Motion: To approve sale of one of the F-350's to Russell Hatanaka for \$10,000 and the GMC to Jason Johnson for \$7,500.
By: Amy
Seconded: Yeager
Amended: Chief Rita to confirm with County Counsel that the process we used to secure these bids was an appropriate method; then, the items can be sold and transferred
Discussion: None
Passed: Original Motion – Unanimously
Amendment - Unanimously

b. Discussion / Action – Resolution re Criminal History Access (DOJ/FBI) – Resolution 22-01 (Chief Rita)

Several board members had concerns about the last paragraph of the proposed Resolution; it is very restrictive. This item was tabled until staff can determine how the Resolution can be changed and what the new language would be, as it was sample language provided by the Department of Justice.

c. Discussion / Action – Draft Joint Operations Agreement with Willow Oak Fire Protection District – staff recommendation: after any suggested changes, send for Review to County Counsel and Insurance Carrier (Chief Rita)

Commissioners Amy and Yeager had several questions, most of which were answered by Chief Rita. Nonetheless, because there were so many questions and he felt it would be a good idea to take a closer look at the draft with those questions in mind, President McMullen assigned an ad hoc committee to review the draft more thoroughly and bring back a recommendation to the full Board. President McMullen appointed Commissioner Guarino as chair and himself as the second committee member, and assigned Chief Rita as the staff member.

d. Discussion / Action - Volunteer Applications (BC Wilson – see report)

BC Wilson's report was included in the Board packet.

e. Discussion / Action – Standing Committees – Reports

- i. Budget and Benefits Committee – Yeager, Guarino**
- ii. Personnel Committee – Hjerpe, Yeager**
- iii. District Funding and Development Committee - Guarino, Amy**

None of the above committees met.

iv. Lillard Hall Committee – Amy, Hjerpe

This committee did not meet, but Commissioner Amy reported that, as the new Chair of this committee, she had met with the Hall Manager.

f. Discussion / Action – Ad Hoc Committee Reports

i. LAFCO – Guarino, Yeager

Meeting scheduled for March 31, 2022.

ii. Solar – Guarino, Hjerpe

No meeting; Chief Rita reported staff is still researching the District's lease options.

iii. Landscaping – Yeager, Guarino

Meeting scheduled for March 24, 2022, at 2:00 PM.

iv. Inspection Fees – Yeager, Amy

Commissioner Yeager reported that BC Wilson is collecting information from neighboring departments. No meeting scheduled yet.

g. Discussion / Action – Liaison Reports

i. Fire Prevention / Investigation – McMullen – Nothing to Report

ii. Training – Yeager

Commissioner Yeager reported he recently met with the Training Officer, but had nothing to report otherwise.

iii. Large Equipment / Facilities – McMullen

Nothing more to report.

iv. IHS – McMullen

Chief Rita reported that there is an upcoming meeting with representatives from Sacred Oaks.

Commissioner McMullen commented he was concerned about AMR joining BC Wilson at his next inspection, as BC Wilson had noted in his written report. President McMullen directed Chief Rita to make sure Sacred Oaks was expecting AMR. Otherwise, nothing to report.

6. Fire Chief's Report (Chief Rita)

Nothing more to report.

7. Battalion Chief's Report (BC Wilson)

BC Wilson was not present but had provided his report in the Board packet.

8. Fire Fighter's Association Report (Jon Lee)

President Lee reported that the pancake breakfast had been a success and that the Association was holding a flea market in the parking lot of Lillard Hall on April 9 from 8:00 AM until 2:00 PM. Food and music would be onsite, as well.

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9. Clerk's Report (Interim Clerk Rita)

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

Motion: To approve payment of bills as presented
By: Amy
Seconded: Guarino
Discussion: None
Passed: Unanimously

b. Approval of Prior Board Meeting Minutes (Interim Clerk Rita)

i. Regular Meeting – February 15, 2022

Commissioner Amy indicated that there were several errors in the minutes, particularly those that indicated she had been there or done something during the meeting. Interim Clerk Rita, with approval of the President, pulled the draft for the necessary corrections, and a new draft will be presented for approval at the April meeting.

ii. Special Meeting – February 28, 2022

Motion: To approve the minutes of the special meeting held on February 28, 2022, as presented
By: Yeager
Seconded: Amy
Discussion: None
Passed: Unanimously

10. Open Forum – Nothing

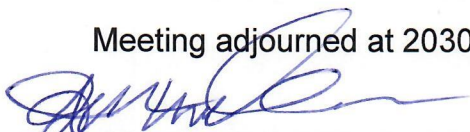
11. Next regular Board meeting on April 19, 2022, unless another date is agreed upon

The next Board meeting was confirmed for April 19, 2022, at 7:00 PM.

12. Meeting Adjourned (President McMullen)

Motion: To adjourn
By: Guarino
Seconded: Amy
Discussion: None
Passed: Unanimously

Meeting adjourned at 2030 hours.



President McMullen



Interim Board Clerk Rita