



## Mosquito Fire Protection District

**Board of Directors Meeting**  
Thursday, October 24, 2024 – 7:00 PM  
Mosquito FPD Station 75  
8801 Rock Creek Road Placerville, Ca. 96557

### MINUTES

Item	Presenter
<p><b>1. Call to Order.</b></p> <p>Topic/Date: MFPD Board Meeting October 24, 2024</p> <p>Time: 7:00 PM Pacific Time (US and Canada)</p> <p>If you have a disability and are requesting an accommodation pursuant to the Americans with Disabilities Act, please contact district at 530-626-9017 or <a href="mailto:admin75@mfpd.us">admin75@mfpd.us</a></p>	D. Stever
<p><b>2. Roll Call &amp; Quorum announced</b> <b>Kirk Bronsord Absent.</b></p>	D. Stever
<p><b>3. Pledge of Allegiance.</b></p>	D. Stever
<p><b>4. Public Comment</b> Public may address the board on any District related item not included in this agenda. We ask that your comments remain civil and respectful. Any lack of decorum will result in the forfeiture of your time. Please limit your comments to no more than 3 minutes in duration.</p>	
<p><b>5. ADOPTION OF THE AGENDA AND APPROVAL OF CONSENT CALENDAR</b> The Board may make any necessary additions, deletions, or corrections to the agenda including moving items to or from the Consent Calendar and adopt the agenda and the Consent Calendar with one single vote. A Board member may request an item be removed from the Consent Calendar for discussion and separate Board action. At the appropriate time as called by the Board Chair, members of the public may make a comment on matters on the Consent Calendar prior to Board action.</p>	D. Stever

## CONSENT CALENDAR ITEMS

- 5.1** Approval of Expenditures- Expenses Sep 11, 2024  
Approval of Expenditures- Expenses Sep 23, 2024  
Approval of Expenditures- Expenses Oct 01, 2024

- 5.2** Minutes: September 24, 2024:  
6.2 & 6.3 did not reflect the Motions. Amend to reflect Motions.  
Action needed on 6.3: Enhanced direction needed on 6.3 Tank  
Status: Assess viability of tanks. Determine need for removal.

Minutes: October 10, 2024: 5 EDRFA/Georgetown Draft Report  
Closed Session report: change verbiage from **accept** to **received**.

*Motion to approve the Agenda with removal of 6.7 CSFA Presentation and 6.9 Resolution 2024-5 RFC Grant. 6.9 Resolution will be moved to November 21, 2024, and approve the Consent Calendar and Minutes as amended. Motion by Director Hunt, Second Director Blain. Ayes: Directors Stever, Blain, Hunt, and Ugkla. Absent: Director Bronsord.*

## **6. Issue Items**

- 6.1** Fleet vehicle repairs. Presentation by Randy. Station vehicles repairs could exceed \$30,000. Estimates needed. Station maintenance tracking plan for vehicles needed. Board waiting for Chief to present list of vehicles that need repair and those targeted for disposal. Prioritize. Develop Plan. Stretch Lab to assist Randy in assessment on all fleet vehicles not listed for disposal.

*Motion for authorization for work package for Randy to work with Chief Dwyer for Vehicle Maintenance Logs; Readiness assessment for pump and foam systems on Fire Apparatus; repair assessment with cost estimate on Fire Apparatus including Patrol; and fleet vehicles to be decommissioned. Policies and Expenditure procedures to be followed. Motion by Director Stever, second by Director Hunt. Ayes: Directors, Blain, Hunt, Stever, and Ugkla. Absent Director Bronsord.*

- 6.2** Capital Asset Inventory and Disposal.  
Trent and Dan completed Inventory. Trying to streamline and make sure only Capital Assets are included. Threshold of \$5000 value discussed. Research Reveals \$5000 as standard threshold. Hoses, air cylinders and other assets-equipment to be evaluated for disposal.  
Trent to work with Chief.

D. Stever

L. Ugkla

D. Stever

*Motion by Director Stever to approve the disposal of the tanks and hoses, upon authorization from Chief. Trent to arrange for disposal. Second Director Hunt. Ayes: Director Stever, Director Hunt, Director Blain Director Ugkla. Absent Director Bronsord.*

\* Director Stever located Policy in Lexipol addressing assets. He will update MFPD policy to include \$5000 threshold. Return to the Board for approval.

**6.3 Interview and appointment of new Board Member**

Insufficient number of applicants running for open Board position so no names will appear on Election Ballot. Karyn Morris- sole candidate. Board will notify the public of open 4 year term Board position. Announcement includes oral notice as of this Board Meeting and Website Posting.

D. Stever

**6.4 Open Chief's Position sub-committee recommendation**

Concern regarding impact of delay of the EDRFA/Georgetown Report. Committee Chair Hunt presented option of his resignation from Board to improve information flow to Chief Brown to gaslight final report. Discussion of pros/cons resulted in request that Director Hunt complete term and operate as liaison to expedite EDRFA/Georgetown report completion. Interim activity: Committee recommending posting Chief position and not waiting for EDRFA/Georgetown report. Search can overlap. Chief's position posting language returned to committee to finalize salary prior to posting.

D. Hunt

*Motion by Director Stever to appoint Director Hunt to interface with Chief Brown on EDRFA report. Brown Act will be followed. Second by Director Blain. Ayes: Directors Stever, Blain, Hunt, and Ugkla. Absent Director Bronsord.*

**Director Linnea left meeting.**

**6.5 Strategic Plan Status update**

Need feedback from Chief. Not ready for action.

D. Hunt

**6.6 R&R Grant coordinator tasks and salary discussion**

Position currently not filled. QR-1 & QR-2 Stipend submitted. Expenditures for same period pending. Need to expedite process to hire Grant Coordinator. That position will be tasked with completing tracking and reimbursement submission in addition to other job duties (FF recruitment and training) listed and approved in Grant.

D. Blain

*Motion for Chief Dwyer to present Plan to Board as to how MFPD will leverage funding for R&R Grant, including Grant Coordinator position, on a priority basis. Motion by Director Stever, Second Director Hunt. Ayes: Director Stever, Director Hunt, and Director Blain. Absent Director Ugkla and Director Bronsord.*

6.7 CSFA Presentation  
Removed from Agenda as CSFA not present.

D. Stever

6.8 November Meeting Date change  
**MFPD Board date Adjusted for November and December 2024.**  
MFPD Board Meeting change to November 21, 2024.  
MFPD Board Meeting change in December to December 19, 2024.

D. Stever

6.9 Resolution 2024-05 RFC Grant  
Removed from Agenda. Director Hunt will provide comment notes. Board  
Action to be moved to November 21, 2024 MFPD Board meeting.

D. Stever

6.10 Budget Transfers and updated Budget FY 24-25  
Budget transfer to cover cost of Insurance which exceeds budget estimate by  
\$9530.10. Transfer from Revenue Reserves to appropriate category.

D. Blain

*Motion by Director Blain to move \$9,530.10 from Reserves to Budget Revenue.  
Second Director Stever. Ayes: Director Blain, Director Hunt, and Director Stever.  
Absent: Director Uggla and Director Bronsord.*

*Companion Motion by Director Blain to move \$9,530.10 from Revenue to Line 404100.  
Insurance premium. Second by Director Stever. Ayes: Director Blain, Director Hunt,  
Director Stever. Absent: Director Uggla and Director Bronsord.*

## 7. Committee Reports

### 7.1 Finance Committee

- Shar will be absent for family reasons -Taffy will be assisting with Payroll.
- Compliance with Policies and Procedures 205 & 215 will be reviewed by Finance Committee when reviewing monthly financial activity.
- Need clarification regarding FF scheduling and impact on Grant Stipends. Board directing Finance Committee Chair David Blain to estimate by Category & Balance of Grant Funding. Provide to Chief Dwyer for budgeting purposes.
- **Board** to address Chief salary allocation (MFPD or Grant). Finance Committee to provide baseline information with Grant status update.

D. Blain

### 7.2 Sustainability Committee

Next meeting is November 4 and focus will be on Survey Questionnaire.

D. Hunt

### 7.3 District Auxiliary Mosquito

Nothing to report.

M.Blain

### 7.4 El Dorado Regional Fire Authority (EDRFA)

No report. Director Uggla left earlier.

L. Uggla

**Additional Report from Trent Williams:**

- Several Projects completed by Volunteers saving District from costly expenditures estimated to be @ \$9000. MVFA has also contributed expenses to kitchen remodel and other projects estimated at \$11,000.
- Grounds maintenance by Steve Vrabel and Trent Williams should be recognized.
- Inquiry regarding budget for Support Group TShirts in MFPD budget. Estimate @ \$450.

Board Director Stevers confirmed there is money in budget for uniforms. Authorization to proceed with order for Support Group TShirts and MFPD Duty TShirts (supply depleted)

**8. Director's Comments.** None

**9. Adjourn.** Motion to Adjourn: Director Hunt. Second Director Blain.  
Ayes: Director Hunt, Director Blain, and Director Stever.  
Absent Director Uggla and Director Bronsord.

Time: 9:48 p.m.

**Next Meeting:** Thursday Nov 21, 2024