

Clarksburg Fire Protection District
52902 Clarksburg Avenue, P.O. Box 513
Clarksburg, CA 95612

Regular Meeting of the Board of Commissioners
January 2, 2020, 4:30 p.m.
Meeting Minutes

Chairman Pruner called the meeting to order at 4:35 p.m.

Members present:

Nancy Kirchhoff, Mark Pruner, and Bob Webber
Richard Bagby, Commission Secretary

Members excused:

Joe Gomes

Fire personnel present:

Chief Craig Hamblin, Assistant Chief Richard Bagby

Public Present:

There were no members of the general public present.

Agenda approval:

It was moved by Commissioner Kirchhoff and seconded by Commissioner Webber to approve the Agenda as presented. The motion passed unanimously.

Approval of the Minutes of the Regular Meeting of December 5, 2019:

It was moved by Commissioner Webber and seconded by Commissioner Kirchhoff to approve the minutes of the Regular Meeting of the December 5, 2019 as presented. The motion passed unanimously.

Approval of the expenditures for the month of November 2019:

Following examination, it was moved by Commissioner Kirchhoff and seconded by Commissioner Webber to approve the expenditures for the month of November 2019 in the amount of \$ 2,667.04. The motion passed unanimously.

Closed Session to consider the California Department of Water Resources (DWR) Validation Action:

It was moved by Commissioner Webber and seconded by Commissioner Kirchhoff to adjourn to Closed Session. The motion passed unanimously.

Following the Closed Session, Chairman Pruner reported that the Board took no action during the Closed Session.

Public Comment:

There was no public comment.

Reports from Commissioners:

Commissioner Kirchhoff commented on a recent real property transaction in the township noting the value in having young families invest in the community and support the local school systems.

Commissioner Webber noted that grape pruning has begun on Merritt Island. A discussion ensued regarding the issues involved in scheduling labor for large acreages and vines of varying ages.

Chairman Pruner reported that the next meeting of the Stakeholder Engagement Committee (SEC) of the Delta Conveyance Design and Construction Authority (DCA) will, most likely, include a "roll out" of the new water conveyance plan. That meeting will take place on January 22, 2020.

Delta Shores Development:

Commissioner Kirchhoff expressed her concern about the various traffic patterns in the retail development. The Commissioner observed that access and parking involved an inconsistent combination of roundabouts, 3 way stops at 4 way intersections, and awkward traffic routes between different buildings. Following a brief discussion, it was the consensus of the Board to remove this item from future agendas until such time there is sufficient cause to again address the development.

FEMA Grant Status:

The Secretary presented a contract from Gatchell Grant Resources for the re-submission of the District's Vehicle Grant Application. The Secretary explained that, under the terms of the contract, there will be no fee for the writing or submission of the application. Notwithstanding, the fee of 8% (or a maximum of \$3,000) will apply upon funding. Following discussion, it was moved by Commissioner Webber and Seconded by Commissioner Kirchhoff to approve the contract with Gatchell Grant Resources, LLC. The motion passed unanimously.

Public Safety Augmentation Funds (PSAF):

Chairman Pruner reported on an email exchange he had with Carolyn Jhaji, Senior Management Analyst at the Yolo County Administrator's Office between December 23rd and 24th of last year. The Chair explained that he requested the date and location of the next Yolo County Fire Chief's Association's subcommittee meeting addressing this topic. In response, Ms. Jhaji wrote to the Chairman that "the meetings are currently not structured as public meetings, thus (not) allowing for additional participants." In addition, Ms. Jhaji referred him (Chairman Pruner) to Supervisor Villegas "if he would like to discuss the process or his interests in this matter". Much discussion ensued that included, but was not limited to, the unique needs of the various fire districts in Yolo County, the relationship between the fire district governing boards and the Chief's Association subcommittee, the various components of the data being gathered by the Sub-Committee, and the future direction of this particular effort.

Developmental Impact Fee Study:

Secretary Bagby reported that, at the request of the Yolo County Administrator, the implementation of the new study is still on hold.

Delta National Heritage Area:

This item was tabled until the next Regular Meeting.

District Website:

Secretary Bagby informed the Board that the District Website, although a work in progress, is on line and operational. The Secretary demonstrated several components of the website by way of the television monitor.

Payroll Vendor:

Secretary Bagby reported that no action was necessary at this time in that, on December 17, he attended a *Meet and Greet* at the Yolo County Department of Financial Services at which it was announced that the change to a different payroll vendor is permanently suspended.

CPR/First Aid Classes:

This agenda item was tabled until the next Regular Meeting.

Membership:

Chairman Pruner reported on his progress in seeking suitable nominees for the vacant position on the Board.

Chief's Report:

Chief Hamblin reported that 2019 came to a quiet ending with respect to call volume. Notwithstanding, the Chief reported 264 calls for service in the calendar year 2019, a record number for our District. The Chief further reported that, during the next week, he will be preparing his year-end report.

Closing Discussion:

Prior to adjournment, there was a brief discussion regarding the actual formation date of the Clarksburg Fire Protection District. The Secretary agreed to investigate the actual date with the County Clerk's Office.

With no further business before the Commission, it was moved by Commissioner Webber and seconded by Commissioner Pruner to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 6:26 p.m.

Respectfully submitted,

Richard Bagby
Secretary to the Board