

Clarksburg Fire Protection District
52902 Clarksburg Avenue, P.O. Box 513
Clarksburg, CA 95612
Regular Meeting of the Board of Commissioners
April 6, 2023 4:30 p.m. (via In-Person and Zoom)
Meeting Minutes

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

Members present:

Joe Gomes, Nancy Kirchhoff, Steve Pylman, Mark Pruner and Bob Webber
Richard Bagby, Commission Secretary

Fire personnel present:

Chief Craig Hamblin and Assistant Chief Richard Bagby

Agenda approval:

It was moved by Commissioner Pylman and seconded by Commissioner Webber to approve the agenda as presented. The motion passed unanimously by a roll call vote.

Approval of Virtual Meeting:

It was discussed and decided by consensus to continue the remote access to the meetings of this Commission until the end of the fiscal year.

Approval of the minutes of the Regular Meeting of March 2, 2023:

It was moved by Commissioner Gomes and seconded by Commissioner Pylman to approve the minutes of the Regular Meeting of March 2, 2023 as presented. The motion passed unanimously by a roll call vote.

Approval of the minutes of the Special Meeting of March 15, 2023:

It was moved by Commissioner Pylman and seconded by Commissioner Kirchhoff to approve the minutes of the Special meeting of March 15, 2023 as presented. The motion passed unanimously by a roll call vote.

Approval of the uses of the expenditures for the month of February 2023 in the amount of \$5,389.88:

Following discussion, it was moved by Commissioner Pylman and seconded by Commissioner Webber to approve the uses of the expenditures for the month of February 2023 in the amount of \$5,389.88 The motion passed unanimously by a roll call vote.

Public Comment:

There was no public comment.

Reports from Commissioners:

Chairman Pruner reported on the status of the Old Lumber Yard and the apartments located to the east of the Fire Station.

Closed Session:

It was moved by Commissioner Gomes and seconded by Commissioner Pylman to adjourn to Closed Session. The motion passed unanimously by a roll call vote.

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

Grant Application Status:

Secretary Bagby reported that the District has received no information regarding the status of the District's Grant applications.

Independent Audit for fiscal years ending (FYE) in 2020 and 2021:

Secretary Bagby reported that, earlier today, he met with Mr. Michael Fink and completed the on-site field work. That included the testing of invoices and validation of new capital equipment. The Secretary anticipates a draft copy of the audits prior to the next Regular Meeting.

Facility Use Request:

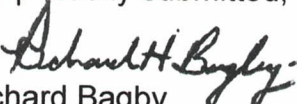
Secretary Bagby reported that he has received a facility use request from *Yolo Meals on Wheels* for the storage of an indeterminate number of ice chests used to facilitate the Meals on Wheels food distribution. The Secretary explained that this request would also include the need for a volunteer to open the fire station for the placement and retrieval of the ice chests. A brief discussion incurred that included both the issues of firefighter time and station storage space. Following discussion, it was the consensus of the Board the Chief Officers make the final decision on this issue and contact *Meals on Wheels*.

Chief's Report:

Chief Hamblin reported briefly on the residential structure fire that occurred earlier today. The Chief reported a fast "knock down", the response of 15 firefighters, 4 apparatus, and automatic aid from the City of West Sacramento. The Chief reminded all present of the upcoming "Ladies Night Dinner" to be held of Saturday, April 29th.

With no further business before the Board, it was moved by Commissioner Kirchhoff and seconded by Commissioner Webber to adjourn the meeting. The motion passed unanimously by a roll call vote. The meeting was adjourned at 6:30 p.m.

Respectfully submitted,


Richard Bagby
Secretary to the Commission