

Clarksburg Fire Protection District
52902 Clarksburg Avenue, P.O. Box 513
Clarksburg, CA 95612
Regular Meeting of the Board of Commissioners
August 5, 2021, 4:30 p.m. (via In-Person and Zoom)
Meeting Minutes

Chairman Pruner called the meeting to order at 4:30 p.m.

Members present:

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

Members excused:

Bob Webber

Fire personnel present:

Chief Craig Hamblin, Assistant Chief Richard Bagby, Captain Peter Hunn and Firefighter Joe Gomes

Public Present:

Oscar Hernandez, Eagle Scout Candidate, Boy Scouts of America, Troop 83 and
Virginia Gardiner, Program Manager, Delta Protection Commission

Agenda approval:

It was moved by Commissioner Gomes and seconded by Commissioner Pylman to approve the Agenda as presented. The motion was approved unanimously by a roll call vote.

Approval of the minutes of the Regular Meeting of June 3, 2021:

It was moved by Commissioner Kirchhoff and seconded by Commissioner Gomes to approve the minutes of the Regular Meeting of June 3, 2021 as presented. The motion passed unanimously by a roll call vote.

Approval of the minutes of the Special Meeting of June 7, 2021:

It was moved by Commissioner Pylman and seconded by Commissioner Kirchhoff to approve the minutes of the Special Meeting of June 7, 2021 as presented. The motion passed unanimously by a roll call vote.

Approval of the minutes of the Special Meeting of June 28, 2021:

It was moved by Commissioner Pylman and seconded by Commissioner Gomes to approve the minutes of the Special Meeting of June 28, 2021 as presented. The motion passed unanimously by a roll call vote.

Approval of the expenditures for the month of May 2021 in the amount of \$2,914.86:

Following examination and a brief discussion, it was moved by Commissioner Pylman and seconded by Commissioner Kirchhoff to approve the expenditures for the month of May 2021 in the amount of \$2,914.86. The motion passed unanimously by a roll call vote.

Approval of the expenditures for the month of June 2021 in the amount of \$4,624.55:

Following discussion, it was moved by Commissioner Gomes and seconded by Commissioner Pylman to approve the expenditures for the month of June 2021 in the amount of \$4,624.44. The motion passed by a roll call vote.

Public Comment:

Chairman Pruner introduced Oscar Hernandez, Eagle Scout Candidate, to report on his planning as it relates to the Board approved project to distribute fire prevention information to residents of the District. Mr. Hernandez delineated his advance work as it relates to scheduling, duplication of materials, different classes of mail, and the cost of the various classes of mail. Following several questions, it was the consensus of those present that Mr. Hernandez continue with this project, already funded by the Board, to fulfill the requirements for his Eagle Scout rank.

Reports from Commissioners:

Commissioner Pylman reported he was disappointed that the low hanging branches on South River Road in the area of the Gorter Ranch were not trimmed by Yolo County Public Works. Captain Hunn informed the Board that a Public Works contractor has been in the area, but was unable to find the specific location of the hazard. Captain Hunn volunteered to contact Public Works and make certain the issue is resolved.

Closed Session:

A closed session was not held.

Additional Funding for Yolo County Fire Districts:

Chairman Pruner reported requesting a report from Supervisor Villegas' office on the status of this effort. The Chairman reported receiving a response yesterday that there was no real change in the progress of this effort and that, likely, all parties are waiting for the completion of the up-coming Local Agency Formation Commission (LAFCo) Municipal Services Review and Sphere of Influence Study. An extended discussion ensued that included, but was not limited to, the potential for one time funds, the timetable of this year's LAFCo Study, and the make-up of the Fire Chief's committee that will be making recommendations to the Board of Supervisors.

Commissioner Pylman inquired as to the progress of the Yocha Dehe Giving grant application. Captain Hunn reported that he received notification that our application was accepted and we will be contacted for further information on the project.

Security Fencing and Access:

Chief Hamblin reported that he has received nothing further from Valdez Painting, Inc. (VPI). There was a brief discussion about this project that included the location of the fence, potential to open a discussion about formal easements, the location of the garbage dumpsters, and a timeline for the project.

Equipment Acquisition and Finance:

Chairman Pruner reported that he has contacted Toby Halverson, Deputy Director of Legislation at Cal Fire, the agency that will ultimately distribute State allocated funding to our District. The Chairman stated that money will not be available prior to September 30th.

Independent Audits for the Fiscal Years ending in 2019 and 2020:

Secretary Bagby reported that the field work has been completed and a draft copy will be available soon.

Resolution 21-02, A Resolution Authorizing requesting the Yolo County Tax Collector to collect District charges on the 2021-2022 Yolo County Tax roll:

Following discussion, it was moved by Commissioner Kirchhoff and seconded by Commissioner Pylman to approve Resolution 21-02, a Resolution Requesting the Yolo County County Tax Collector to collect District charges on the 2021-2022 Yolo County Tax Roll. The motion passed unanimously by a roll call vote.

DigitalPath, Inc. Tower Project:

At this time in the meeting, Chairman Pruner introduced Ms Virginia Gardiner, Program Manager, Delta Protection Commission, who joined the meeting via *Zoom*. The Chairman asked MS Gardiner to describe background, specifics, timing, and Fire District's roll in the proposed project. Ms Gardiner answered the Chairman's questions as follows:

This is a grant application to the National Telecommunications and Information Administration (NTIA) for the purpose of establishing access to broadband for residents, business owners/operators, and visitors to the rural Sacramento-San Joaquin Delta communities who otherwise lack high-speed broadband access or have inadequate, unreliable internet service. The internet provider named in the grant is DigitalPath, Inc. of Chico, California.

The support of the Clarksburg Fire District is being sought as there is an existing tower on the District property. This would be the preferred starting point for the project. The internet provider, DigitalPath prefers to deal with governmental agencies in project such as this. There is a concern that the existing tower at the Clarksburg fire station is not tall enough or structurally adequate to support the existing emergency service equipment and the internet provider equipment. The proposed solution is to build a 150 foot tower on the property as a replacement for the existing tower. The Yolo County (YECA) equipment and the internet provider equipment could then be mounted on the new tower.

The timeline is regrettably short. The grant application deadline is August 17, 2021. Awards will be made November 15, 2021. All funds must be spent within 1 year, however they are granting extensions for up to 1 additional year.

DigitalPath, Inc. Tower Project
(Continued)

The Clarksburg Fire District is being asked to participate in the grant application as a co-applicant as they own the property involved and are the intended owner of the new tower. The actual applicant (DigitalPath, Inc.) will own the wireless internet equipment. At some point in the process, the Clarksburg Fire District will enter into contract with DigitalPath, Inc. for the lease of the tower space.

Chairman Pruner related the history of the tower as it related to previous requests by commercial interests to gain space on the existing tower. The Chairman explained that the Board was previously reluctant to enter into such business relationships. The rationale described by the Chair included, but was not limited to, the need for reserve capacity on the tower, the potential for structural overload, the compromise of tower mounted emergency service antennas and other tower mounted equipment, the potential for compromise of emergency service equipment by private contractors, and facility access by personnel who have not been adequately vetted or bonded for such access.

There was an extended discussion that included, but was not limited to, the potential for a dedicated internet tower to be erected at another location on the property, the unique relationship between the District and the Yolo Emergency Communications Agency (YECA), the limitation of available space on the District property, the benefit of locating the internet provider tower on public property, community involvement, required permits, public benefit, intermodulation issues, tower equipment loading, and the nature of the commitment being requested from the Clarksburg Fire Protection District. Chairman Pruner specifically asked Ms. Gardiner what kind of agreement would be required of the District. Ms. Gardiner stated that, as she understands the issue, the project is looking for a good faith commitment from the Clarksburg Fire Protection District to be involved in the project and negotiate further with the internet provider.

Following a number of questions and discussion, it was moved by Commissioner Kirchhoff and seconded by Commissioner Pylman for the Clarksburg Fire Protection District recognize the merit of, and approve participation in, the proposed NTIA grant application, subject to all applicable laws, regulations, and ordinances. The motion passed unanimously by a roll call vote. Members of the Board thanked MS Gardiner for her participation in today's meeting.

Chief's report:

Chief Hamblin reported that training of new recruits is going well and that he has provided the final approval on the order for the new Grass 40.

Adjournment:

With no further business before the Commission, it was moved by Commissioner Kirchhoff and seconded by Commissioner Gomes to adjourn the meeting. The motion was approved unanimously by a roll call vote. The meeting was adjourned at 6:13 p.m.

Respectfully submitted,


Richard Bagby, Secretary to the Commission