

Clarksburg Fire Protection District

52902 Clarksburg Avenue, P.O. Box 513  
Clarksburg, CA 95612

Regular Meeting of the Board of Commissioners  
January 7, 2020, 4:30 p.m.  
Meeting Minutes

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

**Members present:**

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

**Members excused:**

Nancy Kirchhoff

**Fire personnel present:**

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

**Public Present:**

There were no members of the general public present.

**Agenda approval:**

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

**Approval of the Minutes of the Regular Meeting of December 10, 2020:**

Following a review of the draft minutes of the December 10, 2020 Regular Meeting, it was moved by Commissioner Gomes and seconded by Commissioner Webber to approve the minutes of the Regular Meeting of the December 10, 2020 meeting as presented. The motion passed unanimously by a roll call vote.

**Approval of the expenditures for the month of November 2020 in the amount of \$3,474.16:**

Following a brief examination, it was moved by Commissioner Pylman and seconded by Commissioner Webber to approve the expenditures for the month of November 2020 in the amount of \$3,474.16. The motion was approved unanimously by a roll call vote.

**Public Comment:**

There were no members of the general public present. Nevertheless, at this time, Captain Hunn presented a brief report on the status of our grant application with Yocha Dehe Giving, the philanthropic arm of Cache Creek Casino. Captain Hunn reported that, notwithstanding the "on hold" status of our application, he has continued in his communication with the organization reminding the Nation that we are still here and still interested in their philanthropy.

**2021 Local Agency Formation Commission (LAFCo) Municipal Services Review/Sphere of Influence (MSR/SOI) Study:**

Chairman Pruner reported that Mark Krummenaker was unavailable for this meeting but agreed to be present next month. At that time, he will go over his presentation that is intended to address the various considerations that will be studied in the pending MSR/SOI Study. The Chairman reported that Mr. Krummenaker shared that most small districts have the most issues with written rules, policies, and procedures.

**Fiscal Year Ending in 2020 State Controller's Transaction Report:**

Secretary Bagby reported that Mark Krummenacker has completed the transaction portion of this report and filed it with the State Controller's office. The Secretary reported that, due to technical issues, he was unable to open his copy of the completed report. The Secretary expressed confidence that the report will be available at next month's Regular Meeting.

**Closed Session:**

It was moved by Commissioner Pylman and seconded by Commissioner Gomes to adjourn to Closed Session for the purpose of discussing pending litigation. 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.

**Reports from Commissioners:**

Chairman Pruner gave a brief report of the property lines as they relate to the Old Schoolhouse project.

**Acceptance of Donations:**

The Secretary presented one donation for the Boards approval. The donation consisted of oxygen and oxygen tank rental donated by Mr. Warren Wigley, the proprietor of Warren's Machine and Welding. Following a short discussion, it was moved by Commissioner Pylman and seconded by Commissioner Gomes to approve the donation of oxygen and oxygen tank rental in the amount of \$500.00 by Mr. Wigley. The motion passed unanimously by a roll call vote.

**Report on contact from the Delta Conveyance Construction Authority (DCA):**

Chairman Pruner reported on the progress of the Community Benefit Program proposed by the DCA. The Chairman conveyed to the Board that this program is still in the early stages of development. By way of email, the Chairman has shared a Power Point presentation from the recent meeting of the Delta Protection Advisory Committee meeting describing the program. Chairman Pruner expressed his opinion that local fire districts should benefit from this program.

**Communication with Courtland and Walnut Grove Fire Protection Districts:**

Chairman Pruner reported that he is still communicating with the Courtland and Walnut Grove Districts. The Chairman reported that he has shared the information on the Community Benefit Program and the climate change memos with the other fire districts.

**Compensation Insurance Up-date:**

The Secretary shared that the Workers Compensation program at YCPARMIA has gone to a third party triage program for the supervision and assistance in filing workers compensation claims. The third party triage service will be provided by Company Nurse, LLC of Scottsdale Arizona. The purpose of the triage program is to provide a resource for our District and YCPARMIA to triage injuries, assist in report writing, and medical referrals.

**Additional Funding for Yolo County Fire Districts:**

Chairman Pruner reported the various components of this effort. These components include, but are not limited to, the formal committee organized under the Yolo Fire Chief's Association, the unofficial committee efforts that were presented at the meeting of rural districts at Yolo Station on November 5, 2020, and the Chairman's communications with other fire districts interested in this endeavor. A lengthy discussion ensued regarding this effort, the various options for acquisition of funds, and the various options for the distribution of the funds.

**Recruitment and Retention of Clarksburg Firefighters:**

The need for recruitment of new firefighters was briefly discussed. Chief Hamblin reported that he has received, and has on file, a number of applications, 3 from local and several from out of the area applicants. The Chief stated that, notwithstanding the current "COVID-19 lockdown", plans are underway to schedule firefighter interviews and the physical agility test in February of this year.

**Equipment Acquisition and Finance:**

Chief Hamblin reported that his committee has developed the specifications for the new Grass Engine and has received two bids for the fabrication thereof. The Chief reviewed the bids and issued his recommendation that the Board accept the bid from The Toyne Equipment Company of Breda Iowa in the amount of \$368,874.56. Following discussion, it was moved by Commissioner Gomes and seconded by Commissioner Webber to accept the aforementioned bid and enter into contract with the Toyne Equipment Company in the amount of \$368,874.56 for the new Grass Engine. The motion passed unanimously by a roll call vote.

**Chief's Report:**

Chief Hamblin reported that the most of our firefighters received their first COVID 19 vaccination last night at Woodland Station 3. The Chief said that the vaccination clinic was very well-run.

With no further business before the Commission, it was moved by Commissioner Pylman and seconded by Commissioner Webber to adjourn the meeting. The motion was approved unanimously by a roll call vote. The meeting was adjourned at 6:25 p.m.

Respectfully submitted,



Richard Bagby  
Secretary to the Commission