

Clarksburg Fire Protection District

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

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

Chairman Pruner called the video conference meeting to order at 4:36 p.m.

**Members present:**

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

**Fire personnel present:**

Chief Craig Hamblin, Assistant Chief Richard Bagby, and Firefighter Joe Gomes

**Public Present:**

Mark Krummenacker, Yolo County Local Agency Formation Commission (LAFCo) Consulting  
Accountant

**Agenda approval:**

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

**Approval of the Minutes of the Regular Meeting of January 7, 2021:**

Following a review of the draft minutes of the January 7, 2021 Regular Meeting, it was moved  
by Commissioner Webber and seconded by Commissioner Pylman to approve the minutes of  
the Regular Meeting of the January 7, 2021 meeting as corrected. The motion passed  
unanimously by a roll call vote.

**Approval of the expenditures for the month of December 2020 in the amount of  
\$3,129.69:**

Following examination and discussion, it was moved by Commissioner Gomes and seconded  
by Commissioner Kirchhoff to approve the expenditures for the month of December 2020 in  
the amount of \$3,129.69. The motion was approved unanimously by a roll call vote.

**Public Comment:**

There was no public comment.

**After-Action Review: January 26-27, 2021 Wind Event and the January 26-31, 2021 Power Outage:**

Chairman Pruner expressed his confidence in the District's response to the recent Wind Event and subsequent power outage. The Chair delineated a number of the services provided by the District during the period January 26-31, 2021. This included 14 calls for emergency service, the use of the fire station for limited warming and phone charging, the distribution of water for sanitation use, and maintaining a general presence within the community. An extended discussion ensued that included, but was not limited to, advance planning for future situations of this nature, the Reverse 911 System, the applicability of the Station's stand-by power system, potable water availability at Station 40, and the unknown duration of power outages in our District. It was the consensus of the Board that things went as well as possible considering the severity of the two related events.

**Social Media/Networking Presentation (David Ogilvie):**

Chairman Pruner related to the Board that he received a call from Mr. David Ogilvie inquiring as to the availability of a Social Media presence by which the District could receive donations. The Chairman stated that, because the District has no social media presence, he asked David to make a presentation to this Board based on his (Mr. Ogilvie) knowledge in this area. As Mr. Ogilvie was unavailable for this meeting, this item was tabled until the next Regular Meeting.

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

Chairman Pruner introduced Mr. Mark Krummenacker, the consulting Accountant for the Yolo County LAFCo. Mr. Krummenacker explained the purpose and authority (GC §56301) for the MSR/SOI Study that will take place during the 2021-2022 fiscal year. Mr. Krummenacker reviewed, item by item, his written presentation to the Board. That presentation, originally scheduled for presentation in December of 2020, is attached to and considered an integral part of these minutes.

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

Secretary Bagby reported that Mark Krummenacker has completed the transaction portion of the 2020 State Controller's Transaction 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:**

A Closed Session was not held.

**Reports from Commissioners:**

There were no informal reports from Commissioners.

**Contact Approval, Gatchell Grant Resources:**

Secretary Bagby reported a communication from Gatchell Grant Resources requesting the Board approve a contract for their services relating to a request for funding for the replacement of Grass 40. The current contract involves no preparation fee, only a commission fee if the grant is funded. Notwithstanding, the Secretary explained to the Board that the District has already placed the order with Toyne Equipment for the new engine. As we have already placed this order, the District, according to FEMA regulations, is excluded from consideration in this round of applications. It was the consensus of the Board that it would be inappropriate for us to enter into contract with Gatchell Grant Resources at this time. The Secretary volunteered to seek direction from the Grant Writer with respect to our future relationship with Gatchell Grant Resources.

**Delta Governance Updates:**

Chairman Pruner called the Board's attention to three documents relating to the ongoing work of the Delta Stewardship Council. The documents were provided to the Board via internet links and consisted of a report from the Delta Social Science Task Force titled "*A Social Science Strategy for the Sacramento-San Joaquin Delta*", an invitation to participate in a climate change workshop, and a public review draft from the Delta Stewardship Council titled "*Delta Adapts: Creating a Climate Resilient Future*".

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

There was nothing to report for this agenda item.

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

There was nothing to report for this agenda item.

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

Chief Hamblin reported that he signed and forwarded the most recent letter pertaining to an alternative direction for this project that grew out of the un-official meeting at the Yolo Fire Protection District on November 5, 2020. The Chief pointed out that this letter presented an alternative direction to that proposed by the official sub-committee of the Yolo County Fire Chief's Association. There was an extended discussion regarding this project that included, but was not limited to, how governing boards could become more involved in the project, adequate representation for volunteer districts, and the unique needs of the different districts and departments in the County.

**Equipment Acquisition and Finance:**

Secretary Bagby acknowledged placing this item on the agenda for the purpose of reaching a Board decision on whether to pay in full or utilize finance to the purchase of the new Grass Engine. A lengthy discussion ensued. Following discussion, it was the consensus of the Board that sufficient time remains to make this decision prior to taking delivery of the Engine and to place this item on the agenda of the next Regular Meeting.

**Chief's Report:**

Chief Hamblin complimented the firefighters on their response to the calls for service during the recent wind event and subsequent power outage. The Chief reported that his staff will be conducting interviews and agility tests for recent applicants on March 6, 2021. Chief Hamblin reported that the majority of the firefighters have received their second COVID 19 vaccination.

With no further business before the Commission, it was moved by Commissioner Kirchhoff and seconded by Commissioner Pylman to adjourn the meeting. The motion was approved unanimously by a roll call vote. The meeting was adjourned at 6:29 p.m.

Respectfully submitted,

Richard Bagby  
Secretary to the Commission