

West Plainfield Fire Protection District

24901 County Road 95, Davis, California 95616 (530)756-0212

BOARD OF COMMISSIONERS – REGULAR MEETING – MINUTES

June 15, 2021

Held via Video and Teleconference

1) CALL TO ORDER

The meeting was called to order at 7:01pm and quorum was established.

Commissioners: James McMullen, Richard Guarino,
Charles Hjerpe, and Emily Amy

Staff: Chief Cherie Rita, Assistant Chief Dave Stiles,
Battalion Chief Eric Wilson, Captain Scott Bravo,
Luitenant Patrick Fish, Clerk Brenda Gonzalez

2) PUBLIC COMMENT

None.

3) OLD BUSINESS

a) Update – Weed Abatement (BC Wilson)

BC Wilson reported to the board that 15 notice to comply letters were sent out to properties. BC Wilson also stated he was planning on driving to those properties on the upcoming week to make sure the properties have complied.

b) Update – Yolo County Fire Sustainability Committee (Was 172 Funds) (AC Stiles)

AC Stiles reported that after attending the had ad hoc committee, the county chiefs would like to wait until the LAFCO Report in order to determine the distribution of funds.

4) LILLARD HALL

a) Manager Report (Hall Manager Gonzalez)

Hall Manager Gonzalez reported to the board that the tree trimming/removal has been completed by evergreen tree service.

Hall Manager Gonzalez also stated that the new doors have been installed by Sac Door & Gate Corp. Hall Manager Gonzalez also reported that she has been in contact with perspective hall renters and is beginning to take reservations.

Chief Rita asked why the bank statement showed the district's name on the account and suggested it be removed.

5) NEW BUSINESS

a) Discussion / Action – Out of District Volunteer Applications (Chief Rita)

Chief Rita reported that there is no new Out of District Volunteer Applications.

b) Discussion/Action – Usage of station water by the public (Commissioner Yeager)

President McMullen reported to the board on behalf of Commissioner Yeager. President McMullen stated his concerns over the public use of the district's well water supplies.

Chief Rita reported to the board that historically would allow construction workers or district residents to

come to the station as needed when they ran out of their own water supplies.

Chief Rita reported there is no policy regarding use of well water.

President McMullen suggested a committee be formed to gather more necessary information to put a policy together now that draught season is upon us.

President McMullen appointed Commissioner Yeager and Commissioner Guarino to the committee.

c) Discussion/Action – Standing Committees – Reports (President McMullen)

Standing Committees

i) Benefits and Budget Committee – **Hjerpe**, Amy

No Meeting No Report

ii) Personnel Committee – **Guarino**, Amy

No Meeting No Report

iii) District Funding and Development Committee - **Yeager**, Hjerpe

No Meeting No Report

iv) IHS Committee - **McMullen**, Guarino

No Meeting No Report

Chief Rita suggests the HIS Committee be dissolved and assign a liaison to HIS instead.

President McMullen dissolves the committee.

President McMullen appoints himself as Liaison for IHS.

v) Lillard Hall Committee – **Yeager**, Amy

Commissioner Amy reported to the board that the committee met on May 1st, 2021. At the meeting the committee went over everything that needs to be done to the hall in order to open it back up after covid restrictions have lifted.

President McMullen asked when will the board have the capability to open the hall back up.

Commissioner Amy responded to the president that it will be ready as on June 15th, 2021

Hall Manager added that the hall needs a deep clean. However, it is available as soon as that has been completed.

Motion: Commissioner Guarino

2nd: Commissioner Amy

To reoccupy the hall after necessary work has been completed and COVID Addendum has been added to the rental agreement.

President asked for a roll call.

Commissioner Hjerpe: Aye

Commissioner Guarino: Aye

Commissioner Amy: Aye

President McMullen: Aye

Motion Passed 4-0

d) Discussion/Action – Liaison Reports (President McMullen)

i) Fire Prevention/Investigation – **McMullen**

No Meeting No Report

ii) Training – **Yeager**

No Meeting No Report

iii) Large Equipment/Facilities – **McMullen**

AC Stiles reported to the board that E230 was sent in for its annual service as well as serviced for

necessary work it needed in order to operate.

6) FIRE CHIEF'S REPORT

Chief Rita reported to the board that her and Clerk Gonzalez have been working on catching up on all past due/due bills. Chief Rita is also working with staff to catch up on invoicing for IHS and the airport.

7) BATTALION CHIEF'S REPORT

BC Wilson reported to the board the incidents for the previous month (See Packet for BC Report)

8) CLERKS REPORT

a) Discussion/Action – West Plainfield Fire Protection District Bill Review

Motion: Commissioner Guarino

2nd: Commissioner Amy

Approve the bills as presented.

President asked for a roll call.

Commissioner Hjerpe: Aye

Commissioner Guarino: Aye

Commissioner Amy: Aye

President McMullen: Aye

Motion Passed 4-0

b) Approval of Prior Board Meeting Minutes (Clerk Gonzalez)

Clerk Gonzalez reported to the board that the minutes will be presented in the upcoming regular meeting on July 20,2021.

Motion: Commissioner Guarino

2nd: Commissioner Amy

Mover approval of board minutes to the next regular board meeting.

President asked for a roll call.

Commissioner Hjerpe: Aye

Commissioner Guarino: Aye

Commissioner Amy: Aye

President McMullen: Aye

Motion Passed 4-0

9) CALENDAR

Next regular Board meeting on July 20, 2021 at Lillard Hall

Motion: Commissioner Guarino

2nd: Commissioner Hjerpe

To adjourn.

President asked for a roll call.

Commissioner Hjerpe: Aye

Commissioner Guarino: Aye

Commissioner Amy: Aye

President McMullen: Aye

Motion Passed 4-0

Meeting Adjourned at 8:28pm.

A handwritten signature in black ink, appearing to be "J. Sullivan", written over a horizontal line.

President

A handwritten signature in black ink, appearing to be "B. [unclear]", written over a horizontal line.

Clerk