COMMISSIONERS
Anita Tatum- Chairman
Neil Busch
Tim Hornbuckle
John Reyes

FIRE CHIEF
Michael Urlaub

SECRETARY
Sherrill Jenkins

DUNNIGAN FIRE PROTECTION DISTRICT BOARD OF COMMISSIONERS MINUTES

Fire Station Training Hall
January 12, 2022

6:30 P.M- Call to Order

Chairperson Anita Tatum called the meeting to order at 6:35. Present were fellow Commissioners Neil Busch, and Tim Hornbuckle.

1. Pledge of Allegiance

2. Approval of Agenda
   a. Approve the January 12th agenda.

   MO# 22-26: Approved the **January 12th** agenda
   Motion: Neil Busch **Second:** Tim Hornbuckle **Ayes:** Tatum, Busch, Hornbuckle

3. Public Comments
   - Scott Bravo, President of the Yolo County Firefighters Association addressed the Board to update them of the completed formation of the Yolo County Firefighters Association through the official seating of the Board. Scott Bravo was elected president and Tom Stiles elected Vice President.

4. Public Correspondence/ Discussion about correspondence received- None

5. Consent Agenda-
   a. Approval of the November 8th regular meeting minutes.

   MO# 22-27: Approved minutes from the **November 8th** meeting,
   Motion: Tim Hornbuckle **Second:** Neil Busch **Ayes:** Tatum, Busch, Hornbuckle

   b. Approval of the bills submitted for payment.

   MO# 22-28: Approved bills submitted for payment.
   Motion: Tim Hornbuckle **Second:** Anita Tatum **Ayes:** Tatum, Busch, Hornbuckle

6. Reports, Discussion and Action Items from the District Fire Chief
   a. Report on activities within the District and at the station. (See Attachment)
   b. Discussion and update on Engine 212 – See Attachment
   c. Sale of 2004 Ford F550 Cab and Chassis (Old S12 Cab & Chassis)- See Attachment
   d. Discussion and Update on Prop 172 Funds- No recent updates
   e. Update on Dept of Water Resources grant.- No update provided

7. Action Items and Reports from Board of Commissioners
   a. Discussion on current financial status and any financial concerns or needs.
      1. Discussion on Long Property located next to station.
         - Letter received from the Long Estate Attorney, Law Office of Lael K. Brown.
      2. Discussion on the Jeff Orwig Project- No new update.

3. Minute Order approving the annual impact fee report. (Not discussed)

8. CLOSED SESSION
   Topic to be discussed in closed session
   a. 54957 (b) (1) Personnel Issues– Fire Chief
   b. Identify designated representative, if any.

9. RECONVENE OPEN MEETING
   (Brown Act 54957.1 - Announce any action taken during closed session)

   Chief Urlaub has decided to step down as the District Fire Chief.

10. MEETING ADJOURNED

    MO# 22-29: Adjourned the meeting at 7:42 pm.
    Motion: Neil Busch **Second:** Tim Hornbuckle **Ayes:** Tatum, Busch, Hornbuckle

ATTACHMENT

Chief Report January 2022

1) Station

- Engine 12 first out for most calls

2) Equipment

3) Fire Department Staffing

- Recruitment
  - Applications are continuously being accepted for qualified applicants

- Current Staffing:
  - 29 Firefighters on the roaster from the chief down.
    - 18 active out of district volunteer firefighters
    - 9 in district volunteer firefighters.
    - 15 Firefighters at EMT level or above.
    - 15 Firefighters able to drive all fire apparatus including Class B vehicles.
      - 7 Firefighters able to drive Class C vehicles.
  - Schedule averages 2-0 staffing.
    - Some days it goes above 2-0 staffing.

4) Training

- Monthly Training:

- On Going Outside Training

6) Proposition 172:

1. Nothing new to report. Meeting delayed due to COVID.

7) Major Incidents:

11/10/2021 – Engine 12, WT12, and C1200 responded to a travel trailer fire at the northbound reststop.

12/17/2021 – Engine 12, WT12 responded to an overheated axle bearing Interstate 5//County Road 8

Apparatus Update:

- E212: Out of Service Collision Damage – Working on a replacement engine with Insurance and a donated engine from Yocha Dehe Fire Department
- E12: In Service and operational.
- S12: Out of Service Indefinitely – Box swap from Ford to Dodge Cab & Chassis and upgrades in progress.
- B12: In service and operational
- G12: In service and operational.
    - Aux pump primer out-of-service.
- W12: In service and operational.
- C1200: In Service and fully operational.

Community Development Update

1. United Travel Center
    a. Project Approved with some deferrals. Waiting on owners/contractors
    b. Pre-Construction meeting held between myself, Interwest and General contractor on 08/09/19. Construction has resumed.
    c. First inspection was scheduled for 08/14/19 but canceled by the contractor the morning of. A broken pump was the cause of the cancelation. I offered the use of an engine to pressurize the line for inspection and that offer was declined. Inspection rescheduled for the morning of 08/19/19
    d. Getting close to approving the stored water tank.
        i. Contractor is slow to address plan review comments that continually appear, plan review cycle after plan review cycle.
        ii. Water tank and pump installed
    e. Propane Tank approved and completing paperwork for contractor
    f. Inspection completed 01/07/2022 – Several items to be corrected
    g. Pilot Travel in talks to lease United Travel Plaza from owners and run under Pilot Name.

2. 3340 County Road 89 – Americana Organics Phase II
    a. They have submitted plans for Phase II
        i. Under Review
        ii. Applicant has been informed that we will complete the buildings not finaled by Fire from Phase I before Phase II will be released.
        iii. Plan Review Complete and Fees collected

3. 29029 County Road 6 – Dunnigan Express
    a. Yolo County Building Requested Comments from the Fire District on a plan to expand this fueling station. Comments were provided.
    b. Fuel Dispenser recently replaced and re-branded under Shell Gasoline.

4. Dunnigan Creek/Orwig Project - 28700 County Road 6 - Large Commercial Development west of Interstate 5 roughly between County Road 6 and County Road 5

a. Yolo County has requested comments for a large commercial development that will be completed in two phases.
    i. **Phase I** will include a gas station with 16 pumps and a mini-mart with fast food restaurant (4,900-5,500 square feet), a drive-thru coffee shop (1,500 – 2,000 square feet), 4 to 5 diesel dispensers, Restaurant/Neighborhood Market (5,000 – 5,500 square feet), Fast Food restaurant with drive thru (4,500 – 5,000 square feet), Electric Vehicle Charging Stations, Well and Septic system, Freeway Sign, Small park that meanders through the site
    ii. **Phase II** Sixty room Hotel (55,000 – 58,000 Square Feet), Two addition Fast Food restaurants with drive thru (4,500 – 5,000 square feet per building.)
b. Fire District Operations Comments Submitted and Updated Site Plan provided.
c. Revised Request for Comments submitted to district. Comments completed and to be sent to Yolo County Community Services by the end of the week.

Respectfully submitted,
Michael Urlaub
Fire Chief
Dunnigan Fire Protection District