COMMISSIONERS
Anita Tatum- Chairman
Neil Busch
Tim Hornbuckle
John Reyes
John Keeble

FIRE CHIEF
David Garrison

SECRETARY
Sherrill Jenkins

DUNNIGAN FIRE PROTECTION DISTRICT BOARD OF COMMISSIONERS MEETING MINUTES

Fire Station Training Hall
July 14, 2022

6:30 P.M- Call to Order

1. Pledge of Allegiance

Chairperson Anita Tatum called the meeting to order at 6:32. Present were fellow Commissioners, Neil Busch, Tim Hornbuckle, and John Keeble.

2. Approval of Agenda
   a. Approve the July 14h agenda.

MO# 22-52 Approved the **July 14th** agenda
Motion: Tim Hornbuckle **Second:** John Reyes **Ayes:** Tatum, Hornbuckle, Keeble, Busch

3. Public Comments- None

4. Public Correspondence/ Discussion about correspondence received-

5. Consent Agenda-
   a. Approval of the June 9th regular meeting minutes.

      MO# 22-53: Approved minutes from the **June 9th** meeting,
      Motion: John Reyes **Second:** Anita Tatum **Ayes:** Tatum, Hornbuckle, Keeble, Busch

   b. Approval of the bills submitted for payment.

      MO# 22-54: Approved bills submitted for payment.
      Motion: Tim Hornbuckle **Second:** Neil Busch **Ayes:** Tatum, Hornbuckle, Keeble, Busch

6. Reports, Discussion and Action Items from the District Fire Chief
   a. Chief's Report- See attached

      i. Discussion and approval to purchase a new Type I engine.

      MO# 22-55: Approved the purchase contract with Fire Apparatus Solutions for the purchase of a Spartan/Smeal Type I Engine (FAS DEMO) with the purchase price of $769,709. Chairperson Tatum will sign the contract on behalf of the District.

      Motion: Anita Tatum **Second:** Tim Hornbuckle **Ayes:** Tatum, Hornbuckle, Keeble**,** Busch

7. Action Items and Reports from Board of Commissioners
   a. Discussion on Dept of Water Resources Grant (Re: Ground well)- Discussed within Chief's Report
   b. Jeff Orwig / Dunnigan Creek Project and CFD proposal - Discussed within Chief's Report

c. Discussion on a Special Tax proposal- Discussed within Chief's Report
d. Discussion on current financial status and any financial concerns or needs.
- Presentation of the final draft operating budget for FY 22-23 for approval

MO# 22-56: Approved the FY 2022-23 annual budget in the amount of $579,626 (Five-hundred seventy-nine thousand, six-hundred twenty-six dollars).
Motion: Anita Tatum **Second:** Neil Busch **Ayes:** Tatum, Hornbuckle, Keeble**,** Busch

- Discussion and approval to remove a group of capital assets from the County's asset list that have already been eliminated from District use during the last 10 to 40 yrs, without notification to the County's Financial Services Department.

MO# 22-57: Approved the following list of capital assets to be removed from the County's financial system with the total amount identified as $101,242.28. These assets have been eliminated from Dunnigan Fire Protect District ownership with no notification to the County to remove them from their inventory system.

Equipment (181400-0000)				
Assets to Remove				
			Equipment (181400-0000)	
Remove	1975		Motorized Equipment	28,315.68
Remove	1990		55 GMC - Donated City of Woodland	15,000.00
Remove	1991		66 Ford Van Pelt Fire Engine	8,000.00
Remove	1996		74 Frieghtliner - Water Truck	22,426.60
Remove	2005		2005 Ford Expedition XLT 1FMPU16535LA22328	27,500.00
			Total Equipment	101,242.28

Motion: John Reyes **Second:** Neil Busch **Ayes:** Tatum, Hornbuckle, Reyes**,** Busch

8. MEETING ADJOURNED

MO# 22-58: Adjourned the meeting at 8:25 pm.
Motion: John Keeble **Second:** Neil Busch **Ayes:** Tatum, Hornbuckle, Busch, Keeble

ATTACHMENTS

Dunnigan Fire Protection District
Commission Meeting Chiefs Report
7/14/22

1) Call Log – Many requests to other districts for fires. Crews are performing well, interagency operations are functioning as they should.
2) S12 chassis – Old squad chassis has been delivered to Richie Bros. waiting for special auction as it is non-runnable.
3) Met with PWR well drillers and gained information – Commissioner Reyes and I met with Kathy, the new well can be dug on existing property and we're waiting for estimates. I received a text with the estimate amount but still waiting for an email.
4) E212 – Insurance adjuster has recommended the replacement engine for purchase/payout, the underwriters have approved it and request a signed contract so they can start the paperwork on the payout.

5) Dunnigan Water Dist. – Country Fair Estates has listed themselves (or the owner) as a public water district. This requires under state law all new developments within 3 miles of that existing system to utilize it. They may possibly have the option to drill their own well but they cannot be un-connected to the public system. The Jeff Orwig development would fall under this law.
6) Command unit repairs – The repairs to the command unit are in process, the parts (engine) is expected late this week/early next week. Supply chains are in poor condition nationwide.
7) Radio Upgrades – We traded a neighboring department for 4 King Radio's that are necessary to maintain federal compliance. The Radio's are valued at $3500/piece. We also had some incidents that put our current radio status in suspicion and called the radio tech to investigate. We found that the mobile radio's as well as the portable radios were multiple updates behind and certain channels would not work. We're 75% finished with the repairs/updates and working closely with the company to expedite the remaining repairs.
8) E12 – E12 is currently in the shop for some minor repairs to the plumbing. Our intention is to use the unit sparingly this summer and to keep it in top condition as it will become our primary wildland engine as soon as we get our new E212 in service (pending cooperation with the insurance underwriters).
9) SAM.gov – We're in the home stretch with the SAM.gov account. So far we've had to complete 4 separate tasks when we thought we only needed to complete 1. Currently to our knowledge we just need our registration verified and we should be done. All contact information has been updated to myself and Sherrill. Currently I still have OES waiting to pay us for strike teams and Calfire is holding a grant, both these issues require SAM.gov
10) DunniganFire.com – I've finally obtained control of our website; all information has been updated to current information. Please look at it and let me know if you would like anything adjusted.
11) Impact Fee Study – Consulting company is currently working on the report, I've been in discussion with Jeffrey Small, who is working to prepare it for us. Upon receiving the report he has expressed he would be available to attend a meeting to discuss it. When we get it we should have a special meeting to finalize it and get it in for the county to review. Many departments needed to revise their fee schedules and we are attempting to get them into the county together at one time.
12) Daniel Tafoya Sr. Memorial – We will be attending Dan's memorial on Thursday, July 22nd. E212 will be in the procession with myself and an engineer, the station will be covered and we may be providing coverage to numerous districts. Possibly over 300 people attending and 30-50 engines in the procession.