

**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  
October 26, 2021**

**6:30 P.M- Call to Order**

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

1. Pledge of Allegiance
2. Approval of Agenda
  - a. Approve the **October 26<sup>th</sup>** agenda.

**MO# 22-16:** Approved the **October 26<sup>th</sup>** agenda

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

3. A moment of silence for the longtime Dunnigan resident and Fire Department supporter Willard Ingraham who recently passed away.
4. Discussion and resolution authorizing the grant application, acceptance, and execution with the Department of Water Resources.
  - Resolution no. [22-01] A resolution of the board of commissioners of the Dunnigan Fire Protection District authorizing the grant application, acceptance, and execution For acquiring adjacent property to install a new well

The invited County Representative was not present, so the Commissioners tabled this item until the November meeting in order to discuss the grant with the County representative.

5. Public Comments
  - Scott Bravo, Captain- West Plainfield Fire Dept, discussed the ongoing effort to reestablish the Yolo County Firefighters Association. He said the first step was to vote in the new governing board, with the vote taking place Nov 18, 2021 at the Willow Oak Station 6 location on Rd 97.
  - Brian Bosse asked the Board if they were aware of the sink hole on the east side of the station.
6. Public Correspondence/ Discussion about correspondence received- None received.
7. Consent Agenda-
  - a. Approval of the September 8<sup>th</sup> regular meeting minutes.

**MO# 22-17:** Approved minutes from the **September 8<sup>th</sup>** meeting,

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

- b. Approval of the bills submitted for payment.

**MO# 22-18:** Approved bills submitted for payment.

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

8. Reports, Discussion and Action Items from the District Fire Chief
- a. Report on activities within the District and at the station. (See Attached)
  - b. Discussion and update on Engine 212
    - Deductible will be \$50,000. YCPARMIA has cited a total loss, with a replacement value set at approximately \$800,000 for the purchase of a new fire truck.
  - c. Sale of 2004 Ford F550 Cab and Chassis (Old S12 Cab & Chassis)
    - The next Richie Bros sale is in January 2022. Per Richie Bros, if the sales price is more than \$2000, then a commission will be deducted set at 10-15% of sales price. If less than \$2000 the commission is set at 25%.
    - Discussion and Update on Prop 172 Funds- See Chief's Report.
9. 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.
      - i. Commissioner Hornbuckle is still working to find the best person for us to contact, who can reach out to the Long family.
    2. Discussion on the Jeff Orwig Project (No new update)
    3. Minute order to approve Mark Krummenacker to prepare the Special Districts Financial Transaction Report

**MO# 22-19:** Approved Mark Krummenacker to complete and submit the annual Special District Report for the Dunnigan Fire Protection District for a fee of \$200.

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

10. CLOSED SESSION

Topic to be discussed in closed session

- a. 54957 (b) (1) Personnel- Evaluation of Performance – Fire Chief
- b. Identify designated representative, if any.

11. RECONVENE OPEN MEETING

(Brown Act 54957.1 - Announce any action taken during closed session)

- No action was taken

12. MEETING ADJOURNED

**MO# 22-20:** Adjourned the meeting at 9:22 pm.

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

## Attachments

### Chief Report October 2021

- **Station**
  - Engine 12/B12 first out for most calls
- **Equipment**
  - New SCBAs in service

- **Fire Department Staffing**
  - Recruitment
    - Applications are continuously being accepted for qualified applicants
  - Current Staffing:
    - 29 Firefighters on the roster 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.

- **Training**
  - Monthly Training:
    - Planning a Medical Policy Review and Helicopter Operations Training
  - On Going Outside Training
    - Health Safety Officer & Incident Safety Officer Training

**6) Proposition 172:**

- The Board of Supervisors have allocated the following amounts to Fire District Sustainability:
  1. \$200K of cannabis tax revenue for immediate use by the fire districts
    - a. For fire districts to address any immediate needs.
    - b. Split between the 12 districts involved is roughly \$16K
  2. \$300k of cannabis tax revenue to fund Special Assessments (218's) feasibility study.
  3. \$550k of general funds as contingency for after the completion of the current MSR that LAFCO is working on.

**7) Major Incidents:**

- September 6, 2021 – B12 responded with Zamora Fire Protection District to a report of a truck fire in the area of Interstate 5 and County Road 12. 3 Minutes later a Medical Aid on County Road 1 was dispatched that C1200 responded to.
- September 7, 2021 – B12 and C1200 responded to an overturned vehicle in the area of County Road 99W and County Road 88.
- September 18, 2021 – E12 responded to a water flow alarm at Yolo Hulling and Shelling.
- September 20, 2021 – Reach called in a vegetation fire. E12, C1200 and Sacramento River Fire District - Grand Island Station respond. We were UTL and it was later determined to be in Sutter County.
- October 10, 2021 – E12 participated in a Pre-Positioned Strike Team in Yolo County. E12 was station at Station 12.

**Apparatus Update:**

- E212: Out of Service Collision Damage Repair
- 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
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 finalized 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.
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.

Respectfully submitted,  
Michael Urlaub  
Fire Chief  
Dunnigan Fire Protection District