

**WEST POINT FIRE
PROTECTION DISTRICT**



**BOARD OF DIRECTORS
REGULAR MEETING MINUTES**

December 13, 2023

Chair Julia Marsili called the meeting to order at 6:00 P.M. at the West Point Fire Station, 195 Spink Rd West Point, Ca 95255

PRESENT: Chair Julia Marsili, Director John Hesketh, Director Tim Adams, Chief Terry Miller, Assistant Chief Michael Downs, C.E.R.T. Representative Sam Hernandez, and Assistant Clerk Bronwynne Wolf via Zoom

ABSENT: Vice Chair Steve Schoenthaler, Chaplain Carolyn Oliver and Bruce Forrest, and Payroll Clerk Jill Jenkins

Public Comment: Dane Wadle, a representative from C.S.D.A (California Special Districts Association) made a presentation about what CSDA has to offer our district along the lines of legislative advocacy, training, and best practices.

A local member of the community brought forth concerns regarding the enforcement of excessive smoke with neighboring burn piles. The community member was referred to CalFire Prevention and Calaveras County Air Pollution Control as the correct points of contact for concerns such as this.

Announcements from West Point Fire Protection District Partners:

Partner reports – Sam Hernandez of the CERT Team thanked the fire department for the CERT’s yearly trainings. Mr. Hernandez also stated that as of 1/01/2024 all board members with a district email will need to log directly into the server to access district emails.

Consent Agenda—The following items were motioned for approval to include an amendment to the Regular Meeting Minutes from November 8th, 2023 stating that there was “no action to report” during the closed session, by Chair Marsili, seconded by Director Adams and passed with 3 votes.

Ayes: Chair Marsili, Director Hesketh, and Director Adams

Absent: Vice Chair Schoenthaler

- a. Approve Regular Meeting Minutes from November 8th, 2023-Attached
- b. Acknowledge receipt and review of financial statements for November 2023-Attached
- c. Approve monthly expenses for November 2023-Attached
- d. Approve Special Meeting Minutes from December 4th, 2023 - Attached

New Business:

- a. **Appoint New WFPD Board Member:** Chair Marsili motioned to elect Dorrie Klith as the newest Director for the WFPD Board of Directors. Director Hesketh seconded the motion. Motion passed with 3 votes.



Ayes: Chair Marsili, Director Hesketh, and Director Adams

Absent: Vice Chair Schoenthaler

- b. **Approve Payroll Clerk contract terms for Jill Jenkins:** Director Hesketh motioned to approve the extension of Jill Jenkins contract as Payroll Clerk to 6/30/2024. Chair Marsili seconded the motion. Motion passed with 3 votes.

Ayes: Chair Marsili, Director Hesketh, and Director Adams

Absent: Vice Chair Schoenthaler

Old Business:

- a. **Approve constituent property tax reimbursement(s):** Chief Miller shared four constituents whose land parcels were overtaxed by a combined amount of \$2,326.50. Chair Marsili motioned to reimburse these constituents for the aforementioned amount. Director Hesketh seconded the motion. Motion passed with 3 votes.

Ayes: Chair Marsili, Director Hesketh, and Director Adams

Absent: Vice Chair Schoenthaler

Reports, Director, and Staff Comments:

Fire Chief Report/Announcements: Chief Miller reported that the initial expected cost of repair work on Engine 313 has increased by over \$6,000 since the special meeting on December 4th, 2023. Both Chief Miller and Director Hesketh have been in contact with International regarding this immense increase. Chair Marsili has requested an itemized bill of the repair work for the board to review.

Chief Miller has an interview lined up next week to ensure adequate staffing as a few of the current employees will be moving on to other agencies.

Board member announcements: none to report.

Adjournment: Chair Marsili motioned to adjourn the meeting at 6:43 P.M. Director Hesketh seconded, and the motion passed with 3 votes.

Ayes: Chair Marsili, Director Hesketh, and Director Adams

Absent: Vice Chair Schoenthaler