

Yolo Fire Protection District
P.O. Box 466
Yolo, CA 95697
MINUTES – February 3, 2020

The Board of Commissioners of the Yolo Fire Protection District met on February 3, 2020, in a regular session at the Yolo Fire Station. Commissioner Louie Muller called the meeting to order at 5:45 P.M.

Commissioners present: Louie Muller and Lynnel Pollock.

Commissioners absent: Steve Weiss

Also present: Dan Tafoya, Fire Chief and Manuel Tafoya, Assistant Fire Chief

Introduction: None.

Public Comment: Comment: None.

Correspondence and Informational Items:

Commissioner Pollock stated that Form 700's are due by April 1. A letter was received from the State Controller's Office stating that payroll information needs to be submitted by April 30. The District received a letter of insurance coverage for the station being used as a polling place on March 3.

Reading and Approval of Minutes from January 6, 2020, Meeting.

January 6, 2020, minutes were read. Motion made to approve the minutes as read.

Motion: Pollock

Second: Muller

Motion: carried.

Finances:

Review ledgers and status of budget by line item, receive checks for deposit, review and approve bills, consider purchases and approve any necessary budget transfers: Pollock stated that she contacted River City Bank to find out about credit cards. They no longer issue credit cards.

Motion made to approve payment for invoices as presented in the amount of \$5001.18.

Motion: Muller

Second: Pollock

Motion: carried.

Equipment Update and Possible Action.

Engine 8 is back in service; all work done was under warranty. Asst. Chief Tafoya updated the Commissioners on Engine 308. Two more quotes were received on refurbishing this engine. All quotes were determined to be too high; plans are not to make major repairs but keep the engine as safe as possible with minor repairs and use it as a grass rig. Motion was made to spend a maximum of \$3000.00 on repairs.

Motion: Pollock

Second: Muller

Motion: carried

Asst. Chief Tafoya also reported that Air 8 will be upgraded to cover more functions and this work will be funded by the Fire Chiefs Association.

Consideration of Firms to Perform Audit and Possible Action: Commissioner Pollock presented a letter of engagement from the firm of Perry, Bunch, & Johnston, Inc. to perform a five-year financial audit for \$12,000-14,000. Motion was made to accept this firm for the audit.

Motion: Pollock

Second: Muller

Motion: carried

SCO Report.

The report was reviewed and noted that it had been submitted on time.

Discussion of Station Maintenance Bids and Possible Action:

The quote for new windows was high, and other firms will be contacted. A termite problem has been discovered at the bathroom door frame. This will be addressed before any new doors are installed.

Discussion of Minimum Attendance on Incidents for Volunteers.

Chief Tafoya discussed the possibility of imposing a minimum on the number of calls that a volunteer would need to respond to throughout the year. Numbers are low on some calls. He will get more input before a decision is made.

Security Matters at the Station.

Items outside should be more secure as people do trespass around the station. The Chief and Asst. Chief will look into security devices and better lighting.

Fire Chief's Report and Possible Action(s):

No further report.

Meeting adjourned at 7:00 P.M.; next regular meeting: Monday, March 2, 2020 at 5:30 P.M.

Respectfully submitted,



Lynnel Pollock, Secretary