

WOODBRIIDGE RURAL FIRE PROTECTION DISTRICT
400 East Augusta Street - Woodbridge
REGULAR MEETING – BOARD OF DIRECTOR’S
April 27, 2022

CALL TO ORDER: President Duke called the regular meeting of the Woodbridge Rural Fire Protection District Board of Directors to order at 10:00 a.m.

ROLL CALL:

Directors Present: David Duke, Thomas Alexander, Richard Gerlack, and Larry Moore
Director Absent: Michael Manna
Staff Present: Fire Chief Darin Downey, Operations Chief Brian Bernier, and District Secretary Diana Tidwell

MINUTES: On motion of Gerlack, seconded by Alexander, the minutes of the regular meeting on February 23, 2022, were approved as received. Update to invoice committee report from Moore to Alexander. All ayes. Motion carried unanimously.

INVOICE COMMITTEE REPORT: Director Alexander gave the Invoice Committee Report for the periods ending February 28, 2022, and March 31, 2022, which included reviewing the district’s bills and employee costs, and found them to be in order. On motion of Duke, seconded by Gerlack, expenditures totaling \$351,905.60 for February 2022, and \$431,184.59 for March 2022, were approved. Motion carried unanimously.

MAY INVOICE COMMITTEE: On motion of Duke, seconded by Moore Regular meeting for the month of May moved to May 18, 2022, at 10:00am. All ayes. Motion carried unanimously. Director Manna and Director Moore will serve on the Invoice Committee reviewing March 18, 2022, at 9:30 a.m. with the regular meeting following at 10:00 a.m.

FIRE CHIEF’S REPORT:

- A. Alarm & Fire Prevention Report:
Chief Downey reviewed the Alarm and Fire Prevention Report, and each board member received a copy. Alarm reports show 149 calls for the month of February and increase of 2 from the prior year. Alarm reports show 173 calls for the month of March, an increase of 27 from the prior year. There were 16 fire inspections completed during the months of February and March.
- B. Apparatus Update:
Operations Chief Bernier advised Engine 74 is at Station 71 being prepped for service. There will be a push-in service at Station 74 for the new engine on April 29, 2022, at 0900. JH Marine is wrapping up with completion of work on Boat 71 and is estimated to be in service by the end of summer.
- C. Mobile Radio Grant Update:
Chief Downey advised the district received 3 of 18 mobile radios. All radios are high-powered, and personnel are working on installing pig tails for antennas. Engine 74 is first engine stocked with new radio. Once the connectors for antennas are received will stock additional engines. There has not been any update on the Portable Radio Grant.
- D. Measure U Oversight Committee Update:
Chief Downey advised he met with the Measure U Oversight Committee and gave members a tour of each station and equipment, so they have an idea of history and condition of stations, equipment and operational needs. The committee will meet again after the close of the Fiscal Year.

OPERATION CHIEF’S REPORT:

- A. Thornton Fire District:
Operations Chief Bernier advised that he received a closed session phone call last week from the Thornton Fire District Board of Directors during special meeting regarding a potential candidate for Fire Chief. Thornton Fire District abruptly ended relationship and is no longer in need of Woodbridge Fire District overhead and administrative services. Effective Friday, April 22, 2022, at 1200, New Fire Chief Alberto Garcia to oversee all Thornton Fire District operations.

CORRESPONDENCE:

- A. District Secretary Diana Tidwell advised Board of Directors of CalPERS UAL correspondence of possible 3.5% discount if UAL paid in full for the fiscal year by July 31, 2022. Board of Directors were also advised of letters of resignations received by Firefighter Shaun Flood who resigned in February 2022, and Firefighter Alberto Garcia who resigned April 23, 2022.

ACTION ITEMS:

- A. APPROVE FISCAL YEAR 2020/2021 ANNUAL AUDIT:
At start of Board of Directors meeting President Duke requested the review and approval of annual audit moved to beginning of meeting. Pauline Sanguinetti introduced herself as new District Auditor to replace former Auditor Lyndsey George. Ms. Sanguinetti reviewed financial information with the Board of Directors and advised there were no major issues or modifications. On motion of Moore, seconded by Gerlack, Fiscal Year 2020/2021 annual audit by Croce, Sanguinetti, and Vander Veen approved. All ayes. Motion carried unanimously.
- B. APPROVE PROMOTION OF FIREFIGHTER JOSEPH ZURILGEN TO LIEUTENANT:
On motion of Gerlack, seconded by Alexander, promotion of Firefighter Joseph Zurilgen to Lieutenant approved. All ayes. Motion carried unanimously.
- C. APPROVE PROMOTION OF LIEUTENANT LAWRENCE RICHARDS TO CAPTAIN:
On motion of Gerlack, seconded by Moore, promotion of Lieutenant Lawrence Richards to Captain approved. All ayes. Motion carried unanimously.
- D. REORGANIZATION OF THE BOARD OF DIRECTORS:
On motion of Moore, seconded by Gerlack, approve recommendation by Chief Darin Downey for Board of Directors to remain the same. David Duke to remain as President, Thomas Alexander to remain as Vice President, and Diana Tidwell to remain as District Secretary. All ayes. Motion carried unanimously.
- E. PAINTING OF DONATED TYPE 3 ENGINE:
On motion of Alexander, seconded by Duke, approve painting of donated type 3 engine by RYG Collision Center in the amount of \$12,040. All ayes. Motion carried unanimously.
- F. STAND BY GENERATOR FOR STATION 71:
Per Chief Darin, the District is still waiting for pricing and quotes for new station 71 standby generator. Item was tabled until future meeting.
- G. CONFINED SPACE ESCAPE PACKS REPLACEMENT:
On motion of Moore, seconded by Gerlack, approve purchase of 4 Confined Space Escape Packs from L.N. Curtis using Measure U funds in the amount of \$8,426. All ayes. Motion carried unanimously.
- H. MEASURE U APPEAL REFUNDS:
On motion of Gerlack, seconded by Moore, approve refunds of Measure U funds to the following parcels:
- Castanelli #058060320 - \$13,280
 - Castanelli #058060320 - \$4,275
 - Muir #01543008 - \$1,115
 - Ham #05514007 - \$1,927
 - Ham #05513001 - \$15,453
- Total amount of Measure U fund reimbursements of \$36,050. All ayes. Motion carried unanimously.
- I. COMMUNITY LEASING ACCEPTANCE CERTIFICATE:
On motion of Moore, seconded by Gerlack, approve Community Leasing Acceptance Certificate for new Engine 74. All ayes. Motion carried unanimously.
- J. COMMUNITY LEASING TITLE REGISTRATION & SECURITY INTEREST CERTIFICATE:
On motion of Alexander, seconded by Duke, approve Community Leasing Title Registration and Security Interest Certification for new Engine 74. All ayes. Motion carried unanimously.

CLOSED SESSION:

- A. Liability claims/Workers' Compensation claims/Medical Malpractice claims pursuant to Government Code §54956.95
- B. Labor Negotiations pursuant to California Government Code Section §54957.6
The meeting convened into closed session at 11:14 a.m.
The meeting reconvened into open session at 1:00 p.m. with the following action from the Board of Directors:

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1. No action taken from the Board of Directors for line-item A.
2. No action taken from the Board of Directors for line-item B. Confidential informational purposes only.

BUSINESS NOT ON AGENDA FROM PUBLIC:

A. None

BOARD COMMENTS:

A. None

ADJOURNMENT: On motion of Gerlack, the Board of Directors meeting was adjourned at 1:05 p.m. Seconded by Moore. All ayes. Motion carried unanimously.

ATTEST:

DIANA TIDWELL, District Board Secretary