

**MOUNT SHASTA FIRE PROTECTION DISTRICT**  
**REGULAR BOARD MINUTES**

**TUESDAY, January 18, 2022**

**10:00 A.M.**

**600 MICHELE DRIVE**

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**CHAIRMAN ROBERT ASHWORTH    VICE-CHAIRMAN MIKE HAMILTON    DIRECTOR JACK MILLER**  
**DIRECTOR RICHARD KLIEWER    DIRECTOR**  
**CHIEF RICK JOYCE    BATTALION CHIEF JOHNATHAN DUNCAN    SECRETARY CHRIS WEAVER**

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**ITEM:**

- 1. Call to Order, Chaplain to give Invocation, Flag Salute**  
10:01 am Chairman Ashworth led flag salute. Director Kliewer gave invocation.
- 2. Roll Call**  
Ashworth, Hamilton, Miller, Kliewer, Joyce – present    Duncan - absent
- 3. Approval of Minutes for the Regular Board Meeting of December 15, 2021**  
M/S/C (Miller/Kliewer 4-0) to approve December 15, 2021 minutes
- 4. Public Comment on Open/Closed Session Items: This is an opportunity for members of the public to address the Board on subjects within its jurisdiction, whether or not on the agenda for this meeting. The Board reserves the right to reasonably limit the length of individual comments and/or the total amount of time allotted to public comments. Speakers may request their comments be heard during Public Comment instead of the time when the item is to be acted upon by the Board. The Board may ask questions but may take no action on items addressed during the Public Comments period except to direct staff to prepare a report or to place the item on a future agenda. If you desire a written response, please provide the Secretary with your mailing address.**  
None
- 5. Cash Report for December 2021**  
\$465,901.48 cash on hand as of 12/30/21  
\$593,878.95 cash on hand as of 1/18/22

**6. Old Business and Board Directives from Previous Meetings**

**6a. Review revenues outstanding from strike team fires. All revenues received and deposited except for Dillard Fire (\$10,0087.36) AND Ranch Fire (\$1,361.45)**

Chief has followed up with State on both of these. Balance of Ranch Fire funds is being processed currently. Paperwork on Dillard Fire was lost by the State. Chief submitted copies of all paperwork. State will process asap.

**6b. New engine has been paid off in full, \$184,735.08. Check received, cashed and cleared. No pink slip yet.**

Miller shared that on commercial vehicles you have to request the title (no pink slip) upon pay-off. Weaver will follow up.

**6c. Baker restitution update.**

No one had any update.

**7. New Board Business and Possible Action**

None

**8. Next regularly scheduled Board Meeting is for Wednesday, February 16, 2021 at 10:00 a.m.**

**9. Chief's Report and MSFPD Information Report to the Board – Chief Joyce**

73 calls                      3:05 minutes average response time                      average of 4 responders/call  
No training in December.

Chief explained the City Council is going out to bid for consultants to conduct a survey regarding the cost and feasibility of a South County Fire Department. Hamilton expressed concern about having no communication from the City about issues that affect MSFPD such as this. We need to let the City Manager know of our concern.

Our grant for 2 firefighters (Gio and Dom) expired 12/31/21. We need to negotiate with City on how to keep those two on board.

Kliewer inquired as to our connectedness with the COS Fire Academy students. Are they volunteering with Departments in the area they live? Chief said they are for the most part. Classes begin again tomorrow. Chief will follow-up on this issue.

**10. Donations**

None

**11. Deposits**

- \$ 40.00 Baker Restitution
- \$ 14.98 Tri Counties Bank – interest
- \$122,822.59 River Complex Fire (Fed)
- \$ 94,120.38 River Complex 2 Fire (Fed)
- \$121,954.27 Dixie Fire (State)
- \$ 6,658.88 E & F Recovery
- \$ 1,432.86 Ranch Fire (State)

**12. Payment of Bills – a detailed list containing all payees and payment amounts and invoice copies will be provided during the meeting.**

M/S/C (Hamilton/Miller 4-0) to approve payment of bills as submitted.

**13. Ratify Payroll Claims – supporting documentation will be provided during the meeting**

- **Regular Payroll: 12.17.21 – 12.30.21**
  - \$ 81.56 wages
  - \$ 13.54 Federal taxes
- **Regular Payroll: 12.31.21 – 01.13.22**
  - \$ 113.89 wages
  - \$ 18.88 Federal taxes
- **CA UI & ETT 4<sup>th</sup> Qtr 2021 payment: 10.01.21 – 12.31.21**
  - \$ 1,783.50 State Taxes
- **4<sup>th</sup> Quarter Stipend Payroll: 10.01.21 – 12.21.21**
  - \$ 544.10 wages
  - \$ 91.80 Federal taxes
- **E & F Recovery Payroll: 12.15.21**
  - \$ 1,684.95 wages
  - \$ 326.44 Federal taxes
  - \$ 3.93 State taxes

M/S/C (Hamilton/Miller 4-0) to ratify payroll as submitted.

**14. Board Comments and Questions: At this time, members of the Board may ask questions of staff, request reports be made at a later date, or ask to place an item on a subsequent agenda on any subject with the Board's jurisdiction. In addition, the Board members may take this opportunity to make comment on any topic not on the agenda; however, no deliberation may be conducted, and no decision made on such topics.**

Kliwer requested we add Chief's employee evaluation to next agenda.

**15. Adjournment**

**M/S/C (Kliewer/ Miller 4-0) to adjourn meeting at 10:39 a.m.**

**Respectfully submitted,**

**Chris Weaver  
Secretary**

**Approved,**

**Robert Ashworth  
Board Chairman**