

**WOODBIDGE RURAL FIRE PROTECTION DISTRICT**  
**400 East Augusta Street - Woodbridge**  
**REGULAR MEETING – BOARD OF DIRECTOR'S**  
**August 25, 2021**

**CALL TO ORDER:** President Duke called the regular meeting of the Woodbridge Rural Fire Protection District Board of Directors to order at 10:02 a.m.

**ROLL CALL:**

Directors Present: David Duke, Michael Manna, Thomas Moore, Larry Moore and Rick Gerlack  
Director Absent: None  
Staff Present: Fire Chief Darin Downey, Operations Chief Brian Bernier, and District Secretary Diana Tidwell

**MINUTES:** On motion of Gerlack, seconded by Manna, the minutes of the regular meeting on July 28, 2021, were approved as received.

**INVOICE COMMITTEE REPORT:** Vice President Alexander gave the Invoice Committee Report for the period ending July 31, 2021, which included reviewing the district's bills and employee costs, and found them to be in order. On motion of Alexander, seconded by Gerlack, expenditures totaling \$432,476.93 were approved for payment. Motion carried unanimously.

**SEPTEMBER INVOICE COMMITTEE:** Director Alexander and President Duke will serve on the Invoice Committee reviewing September 22, 2021, 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 227 calls for the month of July bringing the year-to-date total to 1288, an increase of 219 from the prior year. There were 3 fire inspections completed during the month of July. Chief Downey reported personnel are currently out on OES strike team at the Caldor Fire and he included a break-even analysis for year so the Board of Directors can see the cost of deployments and the income/revenue that is generated.

B. Station 72 Improvements:

Chief Downey advised Administration has met with two companies and are waiting on the third for proposals on station 72 improvement. One of the companies quoted \$5,500 for architecture which includes finding a contractor to complete construction improvements. Once third proposal is complete will bring to Board of Directors for approval.

C. Solar Project:

Chief Downey advised has contacted companies for proposal of solar parking structure with panels to cool buildings per request of Director Manna at last Board of Directors meeting. One company has responded and submitted a proposal. Chief Downey is still waiting for two additional quotes and will present to Board of Directors once received.

D. Grand Jury and Website Report:

Chief Downey provided each Board of Director a copy of the Grand Jury Report which included results investigation of Special District websites for transparency, ease of use, and public information. The report included things that need to be implemented and/or fixed and timelines for completion. Administration has been working with new website administrators and information is being included per Grand Jury request.

E. Engine 74 Mechanical Report:

Chief Downey advised Engine 74 was on a grass fire and overheated and blew the main radiator hose. Personnel attempted to cool it on scene, but the engine ceased and was towed to station 71. Upon inspection it was determined that the engine may have combusted internally causing the motor to cease. Righetti's stated engine 74 cannot be fixed and will need a new motor. Chief Downey completed an incident investigation and determined there was nothing abnormal at the scene to cause the engine to cease but the engine has a history of overheating. Chief Downey will determine the value of the engine and if it is worth fixing, selling, or keeping for parts and present finding to Board of Directors for approval once complete.

**OPERATION CHIEF'S REPORT:**

A. Thornton Fire District:

Operation Chief Bernier advised that two of the Thornton Fire District Board members were elected at last Board of Directors meeting to contact San Joaquin County about seeking additional funding or possible tax measure. Chief Downey stated the district just purchased new turnouts and a new phone system in an effort to help save the district money. The Board has also enacted a new employee contract and invested in the hiring of three additional full-time employees and several interims.

**CORRESPONDENCE:**

A. None

**ACTION ITEMS:**

A. OPERATION CHIEFS CONTRACT:

Chief Downey requested Operation Chiefs contract moved to after closed session so Board may deliberate.

B. OES TYPE 6:

Chief Downey advised after last strike team deployment OES engine was out of service so he contacted OES to see if District can use Stockton Fires OES engine. OES advised they have a type 6 engine that has not been used and only requires 3 personnel to fully staff verses 4 personnel on OES 383. OES also stated they will not require both engines deployed at the same time. Chief Downey requested Board of Directors approve acceptance of the OES type 6 engine. On motion of Gerlack, seconded by Moore, acceptance of type 6 engine approved. All ayes. Motion Carried unanimously.

C. ECO GREEN PG&E ENERGY EFFICIENT PROGRAM:

At request of Chief Downey, Board approved presentation of Eco Green PG&E Energy Efficient Program moved before Fire Chief's Report. Chief Downey introduce Lee Knowles who presented proposal for energy efficient lighting upgrades for station 71, station 73, and station 74. Station 72 was not included due to plans for future improvements. Director Manna requested refiguring of proposal to include Station 72. On motion of Alexander, seconded by Moore, Eco Green PG&E Efficient Program tabled until next Board of Directors meeting. All ayes. Motion Carried unanimously.

D. FORREST SERVICE TYPE 3 ENGINE DONATION:

Chief Downey advised the district was previously a part of a Government Surplus Administration list and somehow stepped away from it. The district recently signed up and were gifted a type 3 Engine from the Forrest Service. A type 3 engine would be especially beneficially for station 73s rural and river bottom areas. As part of the agreement the engine will need painting and updated equipment and Board of Directors needs to decide whether to accept the engine as a gift or to give it back to the Forrest Service. On motion of Gerlack, seconded by Manna, approve acceptance of Forrest Service Type 3 Engine as a gift. All ayes. Motion carried unanimously.

E. BOAT 71 REPLACEMENT:

Chief Downey stated Boat 71 has been out of service and tabled for several months. The Boat needs a new engine and pontoons. The total cost of repairs for Boat 71 to be put back in service are approximately \$37,000. Thornton Fire District just received a boat and their Board of Directors do not believe their District can staff it nor do their personnel have the necessary training, so Woodbridge is next on the list to receive it. Chief Darin suggested accepting the additional boat, transferring supplies from Boat 71 and costs to complete repairs not to exceed \$10,000. On motion of Moore, seconded by Manna, approve acceptance of boat with costs to improve not to exceed \$10,000. All ayes. Motion carried unanimously.

**BUSINESS NOT ON AGENDA FROM PUBLIC: None**

**CLOSED SESSION:**

A. Liability claims/Workers' Compensation claims/Medical Malpractice claims pursuant to Government Code §54956.95

B. Operations Chief contract negotiations pursuant to California Government Code Section §54957

The meeting convened into closed session at 11:54 a.m.

## Woodbridge Fire District – August 25, 2021

The meeting reconvened into open session at 12:03 a.m. with the following action from the Board of Directors:

1. No action taken from the Board of Directors for line-item A.
2. On motion of Alexander, seconded by Moore, approve Operation Chief Brian Bernier's Contract. All ayes. Motion carried unanimously.

### **BOARD COMMENTS:**

**ADJOURNMENT:** On motion of Director Moore, the Board of Directors meeting was adjourned at 12:11p.m. Seconded by Alexander. All ayes. Motion carried unanimously.

**ATTEST:**

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DIANA TIDWELL, District Board Secretary