**DUNSMUIR FIRE PROTECTION DISTRICT**

**5902 Dunsmuir Avenue**

**DUNSMUIR, CA 96025**

**MINUTES – February 25, 2025**

1. Call to order – Meeting was called to order at 7:01 p.m. Board Members Present: Robert Clark, Shirley Mei, Jimmie Palmer; Board Members Absent: Russell Elgin; Others Present: Tamara Braden, Dan Padilla.

2. Pledge of Allegiance

3. Reading and approval of the minutes from the meeting January 21st, 2025 – Jimmie Palmer motioned to approve the minutes from the meeting on January 21st, 2025 as presented, seconded by Shirley Mei. Vote: 3-0-1-0

4. Old Business: Update regarding City of Dunsmuir invoice charges; Update on PNC Equipment Finance Lease Agreement – Tamara Braden informed the Board that she emailed Manya with the City of Dunsmuir regarding the break-down of the charges on the City of Dunsmuir invoices. She explained that the District is responsible for 100% of charges related to specific items that are solely used by the District and directed Tamara Braden to Dan Padilla if there are additional questions. Regarding the equipment lease with PNC Equipment Finance, Tamara Braden received a copy of the original lease agreement and the final payment on the lease to purchase agreement was made in January 2025. Dan Padilla recalled that the previous Siskiyou County Auditor had restricted the District’s access to $50,000 that was set aside for the purpose of paying for the lease payments because the District could not prove that it had a Resolution in place. The District would like to access those funds now. Tamara Braden to inquire about those funds and how to remove the restrictions to the District’s access.

5. New Business: None

6. Communication & Bills:

 a. Warrant # 1 – City of Dunsmuir December 2024 Invoice - $3,373.10

b. Warrant # 2 - District Board Payroll - to be $80.00

 c. Warrant # 3 – District Secretary Payroll, Federal Payroll Tax Deposit - $645.90

 d. Warrant # 4 – City of Dunsmuir June 2024 Invoice - $6,652.76

 d. Journal Voucher – State Payroll Tax February 2025 - $20.40

 e. Journal Voucher – State Payroll Tax January 2025 - $20.40 Jimmie Palmer motioned to approve the payment of the District’s bills in the amount of $10,772.56, seconded by Shirley Mei. Vote: 3-0-1-0

07. Commissioner's Report – Jimmie Palmer asked Dan Padilla how long it has been since the charges the District pays to the City of Dunsmuir have been evaluated. Dan Padilla stated the the MOU between the District and the City of Dunsmuir is from the 80s/90s, along with the tax assessments. Jimmie Palmer inquired about what other Districts are receiving in other areas. Dan Padilla is to reach out to his contacts in other Districts to find out how much they are receiving and how to go about getting it on the ballot this year.

8. Fire Chief's Report – The Dunsmuir Fire Protection District had the following call-outs in the month of January 2025: 1 – Structure Fire 5 – Other Calls 1 – Traffic Accident 20 – Medical Calls 1 – Hazardous Situation 3 – Public Assists Total = 31 Dan Padilla reported that the numbers for the month of February 2025 are looking similar to the numbers for January. He also reported that the District got PPE with Mt. Shasta Fire for a total of 24 complete sets to come. Boots and helmets have arrived, and turn-outs are expected to come in approximately one month. The District is still waiting for the building upgrades as the City of Dunsmuir is short staffed due to 2 employees leaving. Finally, he reported that the District has 2 new firefighters.

9. Public to Address – None.

10. Announcements – None.

11. Adjournment – Dan Padilla notified the Board that Jeff Schumer has passed away and services are to be held in Castella in two weeks.

Next Meeting March 18th, 2025

Posted at Manfredi’s, Central Dunsmuir Avenue, and Dunsmuir City Hall