

DUNSMUIR FIRE PROTECTION DISTRICT

5902 Dunsmuir Avenue

DUNSMUIR, CA 96025

MINUTES
~~On-Site Meeting~~ March 17th, 2026

Meeting Start Time 7:00 p.m.

1. Call to order – Meeting was called to order at 7:05 p.m. Board Members Present: Robert Clark, Russell Elgin, Shirley Mei, Jimmie Palmer; Board Members Absent: None; Others Present: Tamara Braden.
2. Pledge of Allegiance
3. Approval of the minutes from the meeting on January 27th, 2026; no minutes available for February 2026 – cancelled meeting. – Robert Clark motioned to approve the minutes from the meeting on January 27th, 2026, seconded by Shirley Mei. Vote: 4-0-0-0
4. Old Business: Update on appointment for District Board Member Vacancy – Tamara Braden informed the Board that there was no appointment made for the District at the Board of Supervisors meeting in March. The vacancy will now remain vacant until the end of the term.
5. New Business: None
6. Communication & Bills:
 - a. Warrant # 1 – City of Dunsmuir December 2025 Invoice - \$3,003.03
 - b. Warrant # 2 - District Board Payroll February 2026 - \$40.00
 - c. Warrant # 3 – District Secretary Payroll, Federal Payroll Tax Deposit for February 2026 – \$645.90
 - d. Warrant # 4 – District Board Payroll March 2026 to be \$80.00
 - e. Warrant # 5 – District Secretary Payroll, Federal Payroll Tax Deposit for March 2026 - \$645.90
 - f. Journal Voucher – State Payroll Tax, February 2026 - \$16.20
 - g. Journal Voucher – State Payroll Tax March 2026 - \$16.20
- Jimmie Palmer motioned to approve the payment of the District's bills in the amount of \$4,447.23, seconded by Robert Clark. Vote: 4-0-0-0
7. Commissioner's Report – Russell Elgin informed the Board that he would like to resign from the Board, but not until the District has someone interested in filling his vacancy. Tamara Braden will contact the County Clerk's office to inquire about next steps. Board Members are encouraged to reach out to anyone they know who might be interested in joining the Board of Directors. This topic will be revisited at the next meeting.
8. Fire Chief's Report - None
9. Public to Address - None
10. Announcements - None

11. Adjournment – Jimmie Palmer motioned to adjourn at 7:18 p.m., seconded by Robert Clark. Meeting adjourned at 7:18 pm.m

Next Meeting April 21st, 2026