**DUNSMUIR FIRE PROTECTION DISTRICT**

**5902 Dunsmuir Avenue**

**On Site Meeting**

**DUNSMUIR, CALIFORNIA 96025**

November 22nd, 2022

Meeting Start Time 7:00 pm

1. Call to order

2. Pledge of Allegiance

3. Reading and approval of the minutes from the meetings on October 18th, 2022

4. Old Business: Accounting issues on the behalf of Dell Computers – DFPD was issued a refund check for the laptop and printer that was purchased. Tamara Braden to follow up and have corrected. Refund check will be deposited into DFPD account. A new check will need to be issued to Dell.

5. New Business: Approve letter to Internal Revenue Service authorizing Tamara Braden to conduct administrative activities for DFPD, including signing Payroll Tax Returns and other related documents.

6. Communication & Bills:

a. Warrant #1 - City of Dunsmuir September 2022 Invoice $3200.73

b. Warrant #2 – September 2022 Board Payroll to be $100.00

c. Warrant #3 – Siskiyou County Property Tax Bill, Dell Computer Payment $1705.50

7. Commissioner's Report

8. Fire Chief's Report

9. Public to Address

10. Announcements

11. Adjournment

Posted at Manfredi's, Dunsmuir Post Office, and Dunsmuir City Hall