

DUNSMUIR FIRE PROTECTION DISTRICT

5902 Dunsmuir Avenue

DUNSMUIR, CA 96025

MINUTES – May 19th, 2026

Meeting Start Time 7:00 p.m.

1. Call to order – Meeting was called to order at 7:15 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 April 21st, 2026 – Robert Clark motioned to approve the Minutes from April 21st, 2026, seconded by Jimmie Palmer. Vote: 4-0-0-0.
4. Old Business: Update on appointment for District Board Member Vacancy – Tamara Braden will post the vacancy announcement as soon as Russell Elgin's resignation has been submitted. The Board will be able to appoint a new Board Member as soon as the next meeting, as long as the vacancy announcement is posted 15 days prior to the next meeting. Robert Clark will reach out to interested candidate. This topic will be revisited at the June meeting.
5. New Business:
 - a. Biennial review of Siskiyou County Conflict of Interest Policy for FY 26-28 – No changes were necessary to the District's Conflict of Interest Policy. Robert Clark motioned to approve the Conflict of Interest Policy with no changes, seconded by Jimmie Palmer. Vote: 4-0-0-0
 - b. Review and approve Special Assessments for FY 26/27 – Jimmie Palmer motioned to approve the District's Special Assessments in the amount of \$12,830.72, seconded by Shirley Mei. Vote: 4-0-0-0
 - c. Budget Transfer to correct the balance of the Worker's Comp Account # 623100 and to increase the balance of the Special Department Expense Account # 728000 – Shirley Mei motioned to approve the Budget Transfer to correct the balance of the District's accounts, seconded by Jimmie Palmer.
Vote: 4-0-0-0
6. Communication & Bills:
 - a. Warrant # 1 – City of Dunsmuir Invoice for January 2026 Revised - \$5,840.70
 - b. Warrant # 2 – City of Dunsmuir Invoice for February 2026 Revised - \$5,189.68
 - c. Warrant # 3 – City of Dunsmuir Invoice for March 2026 - \$5,728.53
 - d. Warrant # 4 – District Board Payroll May 2026 to be \$80.00
 - e. Warrant # 5 – District Secretary Payroll, Federal Payroll Tax Deposit for May 2026 - \$645.90

f. Journal Voucher – State Payroll Tax for May 2026 - \$16.20

Robert Clark motioned to approve to approve the payment of the District's bills in the amount of \$17,501.01, seconded by Shirley Mei. Vote: 4-0-0-0

7. Commissioner's Report – Russell Elgin tendered his Letter of Resignation after 20+ years of service to the Dunsmuir Fire Protection District. Robert Clark motioned to accept Elgin's Resignation, seconded by Shirley Mei. Vote: 4-0-0-0

8. Fire Chief's Report – None

9. Public to Address - None

10. Announcements - None

11. Adjournment - None

Next Meeting June 16th, 2026