



## **TUOLUMNE FIRE DISTRICT**

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### **BOARD OF DIRECTORS MEETING MINUTES**

**May 13, 2019 @ 6:00p.m.**

- Call to Order**      The meeting was called to order at 6:00p.m. by Brian Machado, Chair.
- Roll Call**            Adam Artzer, Vice Chair, Tony Krieg, Treasurer, Darlene Hutchins, Secretary, Brian Bell, Director - Director
- Others present:**    Nicholas Ohler, Chief; Marcie Wells, Office Manager; Robert J. Hawks, Jr. C.P.A., Anaiah Kirk, Supervisor, John Feriani, and Cody Machado
- Public Forum -**    Supervisor Anaiah Kirk introduced himself and detailed his plans for the coming year to acquaint himself with the needs of the various Districts and his availability to discuss those needs with their Boards.
- Unscheduled Audit Discussion – Robert A. Hawks, Jr., C.P.A.**  
Mr. Hawks distributed, to the Board, the first draft of his Audit Report for the years ended June 30, 2018 and June 30, 2017. He said that, on Page 4 of the draft, "Required Supplementary Information", the Board needs to decide to include or omit the Management's Discussion and Analysis report from the audit. He said the Board should study this section and vote their inclusion or omission of it at the next Board meeting.

#### **Approval of Previous Minutes – May 8, 2019**

Darlene Hutchins made a motion to approve the previous Minutes.

Brian Bell seconded the motion.

Vote was 5/0 - Motion carried

## **Acknowledgements**

Adam Artzer thanked all the staff and volunteers who helped make the Hose Co. fund raising Pancake Breakfast at Applebee's a success.

Darlene Hutchins stated that Summerville Elementary had an article in their school newsletter expressing their gratitude to TFD for making them feel secure when they responded to a call.

## **New Business**

### **1. Website / Email Domain – Ohler**

Chief Ohler explained he has contacted the company Streamline to design, train, and maintain the TFD website and establish our domain.

This is required to be in place by January 1, 2020 as per SB929. The company has said there would be no start-up fee and the cost will be \$60.00 per month.

Chief Ohler proposed that the domain name be: [tuofire.com](http://tuofire.com)

Brian Bell made a motion to accept this domain name.

Adam Artzer seconded the motion.

Vote was 5/0 - Motion carried

### **2. CSD- Ohler**

John Feriani stated that discussions have been held with the Sanitary District, Park & Recreation District, and the Lighting District regarding the development of a CSD. He said the TFD Board should consider joining the CDS at this time or they could do so at a later date, if they so desired.

He told the Board that a tentative meeting is scheduled on May 22, 2019, the time of the meeting is still to be determined. The goal of this meeting is to plan a future public meeting to inform the community of the details for the formation of a CSD.

The Board discussed the formation of an ad hoc committee to attend the above meeting on May 22, 2019.

Brian Bell and Darlene Hutchins said they would serve on the committee.

Brian Machado made a motion to approve this committee.

Adam Artzer seconded the motion.

Vote was 5/0 - Motion carried

### **3. Budget- Ohler**

Chief Ohler stated he has begun a preliminary draft/projection of the 2018/2019 annual budget. He requested that Adam Artzer and Tony Krieg again serve as the Budget Committee. They both accepted his request.

## **Old Business**

### **1. Department Report – Ohler**

Chief Ohler reviewed all the items on his Department Report.

### **2. Administration Report – Wells**

Marcie Wells stated she has sent out letters thanking all the donors for their donations of prizes at the Hose Co. Pancake Breakfast.

She is working on sending out the notices to the Tuolumne residents for the property inspections being currently done by our Firefighters.

### **3. Review of the Payroll Report, Organization Budget Status Report, & Warrant Requisitions**

All reports were reviewed, approved, and signed.

Warrant Requisitions for April, 2019 = \$ 5,038.41

**Meeting Adjourned @ 7:55p.m.**

**Next Meeting: Monday, June 10, 2019 @ 6:00p.m.**

**Minutes respectfully submitted by: Marcie Wells, T.F.D. Office Manager**