

**Knights Landing Fire Protection District**  
**P.O. Box 578**  
**Knights Landing, CA 95645**  
**MINUTES – September 13, 2021**

The Board of Commissioners of the Knights Landing Fire Protection District met in a regular session on September 13, 2021 at the Knights Landing Fire Station. The meeting was called to order at 5:36 P.M.

Commissioners present: Timothy Frank, Willie Morales, Dan Gamez Raymond Bivert and Raul Cerventes.

Absent: None

Also present: Martin Jones, Acting Fire Chief, and Sheryl Hardy-Salgado, Clerk

Introductions and Public Comment: None

Correspondence and Informational Items: Received Proposal to prepare and file Annual SCO from Mark Krummenacker.

Chief's Report:

- Informational items and reports: Acting Chief Martin reported there is a vacant officer's position.
- Building Permit Status: Agave Builders have applied for five additional permits.
- Equipment Report: All equipment in service. Discussion held on retaining Squad 9 for a while longer.
- Personnel Report:
- Training: Two trainings scheduled this month.

Approval of August 9, 2021 Regular Meeting Minutes:

Motion made to approve August 9, 2021 regular meeting minutes.

Motion: Morales.          Second: Gamez.          Motion: Unanimously carried.

Financial Business: Review and approve bills, receive checks for deposit, transfer funds, consider purchases, review financial reports including budget. The County has not closed fiscal year 2020-21 as to date. A \$2875.00 check was received for Development Impact Fees.

Motion made to approve invoices as presented in the amount of \$1836.80.

Motion: Bivert.          Second: Gamez.          Motion: Unanimously carried.

Development Impact Fee Annual Report Update, Review and Possible Action: Sheryl Salgado, Clerk presented to the board the Annual Report for review. The report was reviewed.

Motion made to accept the report as prepared.

Motion: Morales.          Second: Bivert.          Motion: Unanimously carried.

Fire Chief Position Discussion and Job Description and Possible Action: Commissioners reviewed and discussed job description.

Motion made to adopt job description.

Motion: Bivert                      Second: Gamez.                      Motion: Unanimously carried.

Further discussion held on dividing the Chief's position into two positions, one operational the other administration. Commissioners scheduled a Special Meeting on Thursday, September 23, 2021 at 5:30 PM to discuss further.

Prop 172, Update, Discussion and Possible Action: No Update.

Weed Abatement Discussion and Possible Action: No Update

Grass 9 Discussion and Possible Action: The receiving fire district picked up Grass 9 on September 6, 2021. Acting Chief Jones will notify GSRM and file the appropriate documents with DMV that apparatus is no longer part of KLFPD fleet.

Robbins Fire District Update: No Update.

Old Business:

- Vacant Commissioner Seat: No longer vacant.
- Injury Illness Prevention Plan Policy Review and Possible Action: Commissioner Gamez presented updated draft IIP. Reviewed and discussed will discuss further at the next meeting.
- Fuel Card Update and Possible Action: Commissioner Morales continues to work with company. The company is requesting completion of additional forms.

New Business: No New Business

Adjournment and set schedule for next meeting: The next regular meeting is scheduled on October 11, 2021 at 5:30 P.M. The meeting was adjourned at 7:05 P.M.

Motion: Bivert.                      Second: Morales.                      Motion: Unanimously carried

Respectfully submitted,

  
Sheryl Salgado, Clerk