

**Knights Landing Fire Protection District**  
**P.O. Box 578**  
**Knights Landing, CA 95645**  
**MINUTES – November 8, 2021**

The Board of Commissioners of the Knights Landing Fire Protection District met in a regular session on November 8, 2021 at the Knights Landing Fire Station. The meeting was called to order at 5:31 P.M.

Commissioners present: Willie Morales, Dan Gamez Raymond Bivert and Raul Cervantes.

Absent: None

Also present: Martin Jones, Acting Fire Chief, Christine Crawford, Yolo County LAFCo-Executive Officer, Carolos Perez and Sheryl Hardy-Salgado, Clerk

Introductions and Public Comment: Christine Crawford, Executive Office of Yolo County LAFCo.

LAFCo, Christine Crawford-MSR: Ms. Crawford shared that she met with Interim Chief Jones to go over review items on the MSR. She also discussed the Municipal Service Review and she and her staff are working on preparing a draft report by December

Vacant Commissioners Seat and Possible Action: Discussion held on the vacant commissioner seat. Sheryl Salgado, Clerk will contact the Clerk of the Yolo County Board of Supervisors to request posting the position. Commissioners will also look into posting the vacant position on the Department's Facebook page. Commissioner Gamez volunteered to be the chair.

Correspondence and Informational Items: Received tax bill with Knights Landing Ridge District. Sheryl Salgado, Clerk will call the district to inquire.

Chief's Report:

- Informational items and reports: Interim Chief Jones shared that Carlos Perez has been assisting with admiration tasks.
- Building Permit Status: None
- Equipment Report: All in service at this time.
- Personnel Report: Nothing to report.

Approval of October 11, 2021 Regular Meeting Minutes and September 23, 2021 Special Meeting Minutes: Correct agenda item to read October 11, 2021.

Motion made to approve October 11, 2021 regular meeting minutes and September 23, 2021 special meeting minute.

Motion: Bivert.

Second: Cervantes

Motion: Unanimously carried.

Financial Business: Review and approve bills, receive checks for deposit, transfer funds, consider purchases, review financial reports including budget. Discussion held on legal fees, no action taken.

Motion made to approve invoices as presented in the amount of \$4326.67.

Motion: Bivert.

Second: Gamez.

Motion: Unanimously carried.

Available Grant Discussion and Possible Action: Discussion held on Assist Firefighters Grant “AFG”, deadline to submit is December 17, 2021. Carlos Perez will contact Jennifer Lee, County’s Grant Writer and report back.

Old Business:

- Robbins Fire District Update: Interim Chief Jones shared that Robbins Fire dispatching is scheduled to be moved to Sutter County around the first of the year.
- Prop 172 Update, Discussion and Possible Action: Interim Chief Jones reported the requested documentation for the \$16,000 funds from the Board of Supervisors-County’s Cannabis Tax was submitted to the committee.
- Fire Chief Position Discussion and Possible Action: Discussed the Chief’s position and that there is an interested candidate for the Assistant Chief’s position. Also, discussed was creating an Administrative Support classification. Carlos Perez will research and prepare classification for the commissioner’s review. Discussion held on the Chief’s and Assistant Chief’s classifications. Interim Chief Jones shared that he was interested in being resend his notice of resignation.

Motion made to accept both Chief and Assistant Chief Classifications as written and to accept Martin Jones’s resending of resignation and reinstate him as Fire Chief.

Motion: Bivert

Second: Gamez

Motion: Unanimously carried.

New Business: None

Adjournment and set schedule for next meeting: The next regular meeting is scheduled on December 13, 2021 at 5:30 P.M. The meeting was adjourned at 7:45 P.M.

Motion: Bivert.

Second: Cervantes.

Motion: Unanimously carried

Respectfully submitted,

  
Sheryl Salgado, Clerk