



June 11th, 2025

Chair Julia Marsili called the meeting to order at 6:00 P.M. at the West Point Fire Station, 195 Spink Rd West Point, Ca 95255.

PRESENT: Chair Julia Marsili, Director John Hesketh, Director Tim Adams, Director Dorrie Klith, Director Bryan Payne, Chief Michael Downs, Chaplain Bruce Forrest, and Clerk Bronwynne Wolf.

ABSENT: Assistant Chief Terry Miller

Public Comment:

- a. None to report.

Announcements from West Point Fire Protection District Partners:

- a. **Partner reports** – Chaplain Bruce Forrest’s services were required twice this past month and shared that he will be absent from the July meeting.

Consent Agenda—

- a. The following items were motioned for approval by Director Hesketh, seconded by Director Adams and passed with 5 votes.
 - a. Approve regular meeting minutes from May 14th, 2025
 - b. Acknowledge receipt and review of financial statements for May 2025
 - c. Approve monthly expenses for May 2025

Old Business:

- a. **25/26 Budget: Downs, Action**

During discussion, some directors raised concerns about the decrease in auto maintenance expenses, which was based on the previous year’s actuals. Another notable change was a \$100,000 reduction in anticipated revenue from strike team deployments. Chief Downs explained that this was to avoid relying too heavily on strike team income, since it can be unpredictable, and to help keep the budget more steady and self-sufficient. Chair Marsili requested that future budget presentations include a column showing the percentage difference between last year’s actual expenses and the current year’s budgeted amounts.

Chair Marsili motioned to approve the preliminary 25/26 Budget as presented, seconded by Director Klith and passed with 5 votes.

New Business:

- a. **Approve Resolution 2024.05: Wolf, Action**



A resolution authorizing the Calaveras County Auditors Office to make appropriate inter-class budget transfers was introduced. This is a routine procedure to manage any potential overdrawn expense accounts.

Director Adams motioned to adopt Resolution 2024.05, seconded by Director Hesketh and passed with 5 votes.

b. Approve Resolution 2024.06: Wolf, Action

Resolution 2024.06 was discussed regarding board signature authorizations. This resolution is intended to ensure that all financial transfers and claims have proper approval by designated board members, in compliance with internal controls and accountability standards.

Chair Marsili motioned to adopt Resolution 2024.06, seconded by Director Adams and passed with 5 votes.

c. Auditor Inquiry: Wolf, Action

Discussion ensued regarding Castillo, Bordwell, and Swift CPA's engagement letter and the requirement for board members to respond to audit inquiries.

Director Adams motioned to accept the engagement letter terms submitted by Castillo, Bordwell, and Swift CPA Firm, seconded by Director Hesketh and passed with 5 votes.

Reports, Director, and Staff Comments:

Fire Chief Report/Announcements:

Chief Downs reported:

Apparatus Repairs and Fleet Readiness

- Engine 313: Front bumper repair scheduled, costing \$14,063, fully covered by the American Legion Ambulance (ALA). ALA will pay the vendor directly, avoiding impact on department funds.
- Fleet Status: All engines are operational with the exception of the water tender, which is restricted to in local use pending shock replacements.

Communications Upgrade – Repeater Site

- Vegetation management completed around the repeater site; served as chainsaw and brush-clearing training.
- Columbia Communications has been paid by the county; new batteries are on order.
- Channel use reallocated to Tone 5, enhancing coverage for West Point, Central, and extending into Murphys.



Board of Supervisors Meeting – TOT Tax Concerns

- The Fire Chiefs attended to oppose possible redirection of Transient Occupancy Tax (TOT) funds away from fire departments.
- Supervisor Autumn Andahl expressed support for maintaining fire funding.
- A joint letter was submitted by all district chiefs.

Incident Responses and Mutual Aid

- Responded to two structure fires: one on Blue Mountain Road, and one attic fire.
- Multiple vegetation fires, including Blue Mountain Road and an incident involving a shooting and vegetation fire on the local reservation.
- Noted imbalance in mutual aid—Amador frequently assists West Point, but reciprocal support has been limited due to communication issues.
- Implementing new cover plans using neighboring engines (e.g., from San Andreas) to stage at Glencoe Station when regional resources are committed elsewhere.

Personnel and Training

- Two New Volunteers
- Pre-fire mapping: Wildland Mapping Reference Guide in progress; maps will include homes, water sources, and routes—air-droppable during wildfires to assist out of area firefighters.
- Planning to purchase bunk beds for equitable accommodations.

Facilities and Property

- Survey work ongoing on adjacent lot; locating original survey pins possibly moved by past equipment work.

Grants and Equipment Funding

- Awaiting decision on grant (for radios).
- Identified PG&E grant opportunity for \$15,000, likely for PPE.
- Exploring future SCBA (self-contained breathing apparatus) replacements:
 - Many air bottles expiring soon (15-year limit).
 - Considering refurbished/surplus units due to obsolete parts.

Board Member Announcements: Chair Marsili recommended that the Chief look into grant funding from the California Fire Foundation.

Adjournment: meeting was adjourned at 6:33 P.M.