

===== **Farmington** =====
FIRE PROTECTION DISTRICT

ORGANIZED 1936
POST OFFICE BOX 25
209-886-5321
FARMINGTON, CALIFORNIA 95230

MINUTES
Regular Board Meeting
April 27, 2026
7:00 PM

1. Call to Order -

Meeting call to order by President Briggs at 7:35 PM.

2. Establish a Quorum -

A Quorum was established by verbal roll call. Directors Briggs, Lemos, and Foster were all recorded present. Absent were Director's Cross and Samuel. Acting Chief Matthew Sowell was present at the meeting.

3. Flag Salute -

Recited

4. Public Comment -

A member of the public was present for the Travis Castle campaign for the district 4 Board of Supervisors to observe the meeting.

5. Approval of Minutes -

President Briggs prepared the March 23, 2026 meeting minutes using the meeting video recording. Director Lemos motioned to accept the minutes as written. Director Foster seconded the motion. A roll call vote was taken as follows:

Briggs - Aye
Cross - Absent
Foster - Aye
Lemos - Aye
Samuel - Absent
Motion Passed

President Briggs prepared the April 7, 2026 Regular Meeting minutes Director Lemos motioned to accept the minutes as written. Director Foster seconded the motion. A roll call vote was taken as follows:

Briggs - Aye
Cross - Absent
Foster - Aye
Lemos - Aye
Samuel - Absent
Motion Passed

6. Closed Session - None

President Briggs moved Agenda Item 11(r) up in the agenda without objection of board members.

Discussion and potential action regarding promotions and swearing in of new officers. Chief Sowell was sworn in. Chief Sowell acknowledged the firefighter promotions of battalion chief, captain, engineer, and firefighter operator.

Briggs - Aye
Cross - Absent
Foster - Aye
Lemos - Aye
Samuel - Absent
Motion Passed

7. Budget Status Report – as of March 9, 2026 –

Cash on hand Account #48501 – General Fund	\$1,464,722.50
Cash on hand Account #48505 – Grant Fund	\$ 3,086.64
Cash on hand Account #48551 – Strike Team Fund	\$113,262.80
Cash on hand Account #48591 – Capital Outlay Fund	\$12,115.77
Total	<u>\$1,593,187.71</u>

Note: Monthly budget reports were not available for the April 27, 2026 meeting.

8. Payment of Bills – April 2026 –

President Briggs provided an update on the status of the Oak Valley Community Bank account and a discussion of the bills. Director Lemos motioned to approve depositing accounts receivables and payment of the bills. Director Foster seconded. A roll call vote was taken as follows:

Briggs - Aye
Cross - Absent
Foster - Aye
Lemos - Aye
Samuel - Absent
Motion Passed

9. Chiefs Report –

The April chief's report by Acting Chief Matthew Sowell was presented. Chief Matthew Sowell noted that since the April 1, 2026, the department has responded to all dispatches for emergency assistance without delay and hired 2 new firefighters.

Training: Crew have logged numerous hours driving in order to receive their driving endorsement with an increase in the fuel bill noted. Driver operator academy completed as well as RT-130 with Cal Fire. LN Curtis trained crew on air trailer.

Personnel: Physicals are being completed for a baseline. Calendar for May staffing completed. Franco responded to assist Escalon alone for a structure fire and performed in an exemplary manner. Background checks need to be completed. Organization chart presented.

PPE: The recently ordered PPE is arriving and being distributed to the crew.

Equipment/Apparatus: The water tender maintenance has begun with Rich Lokey. The OES application was accepted and we will be able to view what is for sale when it is listed.

Administration: Annual inspection of SCBA and air machine were completed. Fire extinguishers were inspected. ABH agreement awaiting approved by TCU chief. OES staff up to date on our resources and personnel. Chief has sent input on Lithium battery site which is 41 acres. He is working on receiving funding from this site. Hose testing in progress. George Reed would like to use our lot while they are paving the highway. Chief countered the fencing of the lot and \$500 per month for use.

10. Information Items –

- a. No correspondence

11. Action Items –

- a. Signatures required for new signature card for San Joaquin County. Director Lemos motioned to accept the minutes as written. Director Foster seconded the motion. A roll call vote was taken as follows:

Briggs - Aye
Cross - Absent
Foster - Aye
Lemos - Aye
Samuel - Absent

Motion Passed

- b. Discussion and potential action regarding Cal Card application. State sponsored credit card. Set limits, governed the district policies, and cash back for purchases. To apply for cards for Chief, Joanna, with additional cards (chief officers, captains, and engineers), locked in a safe until needed. Director Lemos motioned to accept the motion as written. Director Foster seconded the motion. A roll call vote was taken as follows:

Briggs - Aye
Cross - Absent
Foster -- Aye
Lemos - Aye
Samuel - Absent

Motion Passed

- c. Discussion and potential action regarding WEX application. For use to fuel apparatus. Can only be used for fuel or vehicle expenses. Set limits on use and notified of excessive use. Current fuel cell out of compliance due to broken handle, needs paint, other required maintenance. Director Lemos motioned to accept the motion as written. Director Foster seconded the motion. A roll call vote was taken as follows:

Briggs - Aye
Cross - Absent
Foster - Aye
Lemos - Aye
Samuel - Absent

Motion Passed

- d. Discussion and potential action item regarding Amazon Business Account. Needed for everyday household supplies. Amazon Policy to be adopted to include medical

supplies. Director Lemos motioned to accept the motion as written. Director Foster seconded the motion. A roll call vote was taken as follows:

Briggs - Aye
Cross - Absent
Foster -- Aye
Lemos - Aye
Samuel - Absent

Motion Passed

e. Discussion and potential action regarding reinstatement of Fire Recovery for \$500 initial fee was paid (lapsed 1 year) and they charge a percentage of call collection. Approved in 2021 initially. Will bill for vehicle accidents and others per chief's discretion. No action needed. Chief to determine policy.

f. Discussion and potential action regarding the adoption of Mitrastech AssureHire to provide background checks for new firefighters. Soft background check on all new employees. \$100 set up and \$40.00 per check. This will be completed on all new employees and legal counsel will be contacted as to completing this on current employees. Director Lemos motioned to accept the program as written. Director Foster seconded the motion. A roll call vote was taken as follows:

Briggs - Aye
Cross - Absent
Foster - Aye
Lemos - Aye
Samuel - Absent

Motion Passed

h. Discussion and potential action regarding Lexipol to create and maintain policies for \$7,277.00 per year. Director Briggs motioned to accept the adoption of the policy as written. Director Foster seconded the motion. A roll call vote was taken as follows:

Briggs - Aye
Cross - Absent
Foster - Aye
Lemos - Aye
Samuel - Absent

Motion Passed

i. Discussion and potential action regarding use of California Employers Association at Associate level for \$1,449.00 per year. Director Briggs motioned to accept the use of CEA. Director Foster seconded the motion. A roll call vote was taken as follows:

Briggs - Aye
Cross - Absent
Foster - Aye
Lemos - Aye
Samuel - Absent

Motion Passed

j. Discussion and potential action regarding adoption and resolution of College Intern Firefighter position. Will increase the staffing to 3 per day. Will need to add a bunk bed to one room. Additional gear purchases will be discussed. Director Lemos motioned to accept the policy Resolution 26-03 as written. Director Foster seconded the motion. A roll call vote was taken as follows:

Briggs - Aye
Cross - Absent

Foster - Aye
Lemos - Aye
Samuel - Absent

Motion Passed

- k. Discussion and potential action regarding adoption of the Sleep Time Exclusion Policy. Paid for 32 hours of the 48-hour shift. If sleep is interrupted and 5 hours of sleep are not obtained, they will be paid for the 8 hours. Will be added to the handbook. Director Lemos motioned to accept the policy as written. Director Foster seconded the motion. A roll call vote was taken as follows:

Briggs - Aye
Cross - Absent
Foster - Aye
Lemos - Aye
Samuel - Absent

Motion Passed

- l. Discussion and potential action regarding surplus R41, E42, E43 and air trailer. Continued costs will increase in the fire apparatus and they are not DOT compliant. Suggested to keep until we can replace the apparatus. This issue will be tabled until next month. Offer for the air trailer needs to be reviewed. This discussion to be tabled to next month. No objection offered.
- m. Discussion and potential action regarding adding new base station radio and audio speakers around the station. Tabled to next month as bid was too high. No objection.
- n. Discussion and potential action regarding utilizing the DMV pull program for annual and initial DMV records. Needs to be in employee handbook. Director Briggs motioned to accept the program as written. Director Lemos seconded the motion. A roll call vote was taken as follows:

Briggs - Aye
Cross - Absent
Foster - Aye
Lemos - Aye
Samuel - Absent

Motion Passed

- o. Discussion and potential action regarding one additional IPAD w/ FIRSTNET cell service to be utilized by the fire chief in his command vehicle. \$4.00 per month plus cost of IPad. Director Lemos motioned to accept the purchase. Director Foster seconded the motion. A roll call vote was taken as follows:

Briggs - Aye
Cross - Absent
Foster - Aye
Lemos - Aye
Samuel - Absent

Motion Passed

- p. Discussion and potential action regarding Oak Valley account use and resolution. Passed previous resolution and not all of the signatures were obtained. New resolutions allows President Briggs to authorize users. Resolution number 26=04. Director Lemos motioned to accept the motion as written. Director Foster seconded the motion. A roll call vote was taken as follows:

Briggs - Aye
Cross - Absent
Foster - Aye
Lemos - Aye
Samuel - Absent

Motion Passed

- q. Discussion and potential action regarding creation of a budget committee. Need budget in June to final by October. Motion of Ad Hoc budget committee of president, vice president, chief, bookkeeper, and secretary. Director Foster motioned to accept the motion as written. Director Lemos seconded the motion. A roll call vote was taken as follows

Briggs - Aye
Cross - Absent
Foster - Aye
Lemos - Aye
Samuel - Absent
Motion Passed

12. Good of the Order -

President Briggs very impressed by the work that has been done by the new Chief. In the last month some of his accomplishments have been updated PPE, vehicle maintenance, increased staffing, policies, promotions, and training.

13. Adjournment -

Director Foster motion to adjourn the meeting, Director Lemos seconded the motion. A roll call vote was taken as follows:

Briggs - Aye
Cross - Absent
Foster - Aye
Lemos - Aye
Samuel - Absent
Motion Passed

The meeting was adjourned at 10:02 PM

The next meeting is scheduled May 25, 2026 at 7:00PM.

Submitted,


Joanna Tedder
Board Clerk