

**WOODBIDGE RURAL FIRE PROTECTION DISTRICT**  
400 East Augusta Street - Woodbridge  
REGULAR MEETING – BOARD OF DIRECTORS  
November 21, 2019

**CALL TO ORDER:** President Gerlack called the regular meeting of the Woodbridge Rural Fire Protection District Board of Directors to order at 1:00 p.m. at the main fire station in Woodbridge.

**ROLL CALL:**

Directors Present: Rick Gerlack, David Duke, Mike Manna, Larry Moore, Jr., Tom Alexander  
Directors Absent: None  
Staff Present: Fire Chief Steve Butler, Interim Fire Chief Darin Downey, District Secretary Diana Tidwell

**MINUTES:** On motion of Moore, seconded by Duke, the minutes of the regular meeting on October 23, 2019 were approved as received. Motion carried unanimously.

**INVOICE COMMITTEE REPORT:** Director Gerlack gave the Invoice Committee Report for the period ending November 21, 2019, which included reviewing the district's bills and employee costs, found them to be in order and recommended payment. On motion of Alexander, seconded by Gerlack, warrants totaling **\$324,663.87** were approved for payment. All ayes. Motion carried unanimously.

**ACCOUNTS PAYABLE CERTIFICATE:** All Directors present signed the Accounts Payable Certificate.

**SEPTEMBER INVOICE COMMITTEE:** Directors Duke and Alexander will serve on the Invoice Committee to meet December 19, 2019 at 9:30 a.m. with the regular meeting to follow at 10:00 a.m.

**FIRE CHIEF'S REPORT:**

- A. Operations & Fire Prevention Report: Interim Fire Chief Downey reviewed the Operations and Fire Prevention Reports and each Board of Directors member received a copy. Alarm report shows 187 calls for the month bringing the year to date total to 1645 an increase of 183 calls above last year.
- B. Strike Team Deployment: Chief Butler reported deployment of Strike Team to the Kincade fire from October 26, 2019 to October 31, 2019 and advised of Employees social media and news coverage. The Kincade fire Strike Team included Lieutenants Eric Johnson and Ricardo Ramirez, Firefighter Joseph Zurilgen, and Firefighter Trainee Christopher Owens. Lieutenant Eric Johnson proceeded to give the Board of Directors a full report of the incident.
- C. Badge Pinning Ceremony: Upon opening of Board of Directors meeting, Interim Chief Downey requested that item C, the Badge Pinning Ceremony for the training academy graduates, be moved to the beginning of the meeting to item 3. Interim Chief Downey and Out of Class Captain Bernier spoke as Firefighter Trainees Brock Bandoni, Steven Grisham, Gonzalo Leanos, and Clay Ruddy were presented with their Woodbridge Fire District badges.

**CORRESPONDENCE:**

**ACTION ITEMS:**

- A. Blacktop Replacement: Upon request of Interim Fire Chief Downey, table item A to future Board of Directors meeting. Request carried unanimously by all Board of Directors.
- B. Industrial Disability Resolution – Barbero: On Motion by Moore, seconded by Manna approve Resolution 19-1551 request for Brandon Barbero Industrial Disability. All ayes. Motion carried unanimously.
- C. MoCal Proposal: District Secretary Diana Tidwell presented each Board Member with proposal for new MoCal office printer. On motion of Gerlack, seconded by Alexander, approve purchase of new office printer for Station 71. All ayes. Motion carried unanimously.

**BUSINESS NOT ON AGENDA FROM PUBLIC:**

**CLOSED SESSION:**

- A. Section 54957 – Continuation of Appointment of Interim Fire Chief
- B. Section 54957 – Continuation of Promotion of Full Time Administrative Personnel

The meeting convened into closed session at 1:54 p.m.

The meeting reconvened into open session at 2:11 p.m. with the following Board action:

- A. Interim Fire Chief Darin Downey contract reviewed and approved.
- B. Administrative personnel Diana Tidwell promoted to full time status effective December 1, 2019.

**BOARD COMMENTS:**

**ADJOURNMENT:**

On motion of Manna, seconded by Gerlack, the meeting was adjourned at 2:13 p.m. All ayes. Motion carried unanimously.

**ATTEST:**

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DIANA TIDWELL, District Board Secretary