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South Lake County Fire Protection District
in cooperation with
California Department of Forestry and Fire Protection

P.O. Box 1360 Middletown, CA 95461 - (707) 987-3089

BOARD OF DIRECTORS REGULAR MEETING MINUTES
Tuesday, September 15, 2026, at 7:00 p.m.
Located at the Middletown Fire Station Board Room,
21095 Highway 175, Middletown, CA 95461

This regular meeting is for the purpose of discussing the following items:

1. *President Cline called meeting to order at 7:01 p.m.*
2. *Chief Duncan led pledge of allegiance.*
3. *Present: Directors Rob Bostock, Madelyn Martinelli, Matthew Stephenson, and President Stephanie Cline. Absent: Vice President Jim Comisky. Also, present: Chief Paul Duncan, Battalion Chief Peter Avansino, Board Clerk (SSA) Gloria Fong, and Office Tech Karin Collett.*
4. ***MARTINELLI/BOSTOCK MOTION** to approve agenda. AYES: Bostock, Stephenson, Martinelli, Cline. NOES: None. ABSENT: Comisky **MOTION CARRIED.***
5. Citizens' Input: Any person may speak for three (3) minutes about any subject of concern provided it is within the jurisdiction of the Board of Directors and is not already on today's agenda. The total period is not to exceed fifteen (15) minutes, unless extended at the discretion of the Board.

   Roberta MacIntyre thanking us for allowing her to serve as a board member next term.

6. Communications:

   6.a. Fire Sirens – *No report.*

   6.b. Fire Safe Council – *Meeting minutes attached in agenda packet.*

   6.c. Volunteer Association – *Paid Call Captain Gary Bevins spoke about fire season, had good responses for the local fires that came up, and med unit staffed up for Lucas Fire for a few days. Lots of training is taking place and coming into October when our process starts to hire for the next academy in January*.

   6.d. Chief's Report – *In addition to his report, Chief Duncan adds he received an email from John Drago Hidden Valley Lake security thanking us for operation force multiplier program, as it played a big roll in the fires.*

   6.e. Finance Report – *No report.*

   6.f. Directors' activities report

   Martinelli- *Reports she'll complete wire transfer on October 13th.*

   Bostock- *Reports Policy meeting will be held between now and next meeting*.

   Stephenson- *No activities to report.*

   Cline- *Reports she attended the push in ceremony and sent out emails*

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7. Regular Items:

7.a. Consider and adopt Resolution No. 2026-27-03, A Resolution Appropriating Contingencies for Equipment Shed at Middletown Station 60. Placed on agenda by SSA Gloria Fong.

The Board approved the change order, and this is the resolution appropriating funds.

MARTINELLI/STEPHENSON MOTION *to approve 7a. AYES: Martinelli, Bostock, Stephenson, Cline. NOES: None. ABSENT: Comisky.* ***MOTIONED CARRIED.***

7.b. Consider and approve participation (Collection 4 of 4, $37,962.94 for Calendar Year 2026) in State Department of Health Care Services Public Provider Intergovernmental Transfer Program for Ground Emergency Medical Transportation Services (PP-GEMT IGT), authorize Chief to execute Certification Form and consider and approve Resolution No. 2026-27-04, A Resolution Canceling Reserves for Participation in PP-GEMT-IGT. Placed on agenda by SSA Gloria Fong.

MARTINELLI/BOSTOCK MOTION *to approve 7b. AYES: Martinelli, Bostock, Stephenson. Cline. NOES: None. ABSENT: Comisky.* ***MOTIONED CARRIED.***

7.c. Consider and approve Pacific Gas and Electric (PG&E) Extension Agreement for 19287 Hartmann Road, Hidden Valley Lake and authorize Chief to execute agreement, and adopt Resolution No. 2026-27-05, A Resolution Appropriating Contingencies for the Extension. Placed on the agenda by Chief Paul Duncan.

STEPHENSON/BOSTOCK MOTION *to approve 7c. AYES: Martinelli, Bostock, Stephenson, Cline. NOES: None. ABSENT: Comisky.* ***MOTIONED CARRIED****.*

7.d. Consider and accept grant funds from California Fire Foundation in amount of $14,000 for PPE – Fire Shelters and authorize President, Board of Directors to agree and accept grant terms and conditions and adopt Resolution No. 2026-27-06, A Resolution Establishing and Appropriating Over-Realized / Unanticipated Revenues. Placed on the agenda by Battalion Chief Chris Aragon.

Funds will help purchase shelters to replace the expired and worn-out ones.

BOSTOCK/STEPHENSON MOTION *to approve 7d. AYES: Martinelli, Bostock, Stephenson, Cline. NOES: None. ABSENT: Comisky.* ***MOTIONED CARRIED.***

7.e. Review and consider, if necessary, amendments to Conflict of Interest Code. Placed on the agenda by SSA Gloria Fong.

Done Bi-Annually

MARTINELLI/STEPHENSON MOTION *to approve 7e with no amendments required. AYES: Martinelli, Bostock, Stephenson, Cline. NOES: None ABSENT: Comisky.* ***MOTIONED CARRIED.***

7.f. Consider and adopt Resolution No. 2026-27-07, A Resolution Authorizing Application for Federal Excess Personal Property (FEPP) in Accordance with Cooperative Forestry Assistance Act (CFAA) of 1978 (16 U.S.C. Chapter 41 § 2101). Placed on the agenda by Chief Paul Duncan.

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STEPHENSON/BOSTOCK *MOTION to approve 7f. AYES: Martinelli, Bostock, Stephenson, Cline. NOES: None. ABSENT: Comisky.* ***MOTIONED CARRIED****.*

7.g. Consider and approve Request for Permit Fee Waiver – New District 1 Fire Station to Lake County Board of Supervisors. Placed on the agenda by Battalion Chief Joshua Lau.

BOSTOCK/STEPHENSON MOTION *to approve 7g AYES: Martinelli, Bostock, Stephenson, Cline, NOES: None. ABSENT: Comisky.* ***MOTIONED CARRIED.***

8. Consent Calendar Items: (Approval of consent calendar items are expected to be routine and non-controversial. They will be acted upon by the Board at one time without discussion. Any Board member may request that an item be removed from the consent calendar for discussion later.)

8.a. August 18, 2026 – Meeting Minutes

8.b. Warrants – September

Corrections to warrant list are check 12199 voided and reissued separately as 12205 and 12206 to be deposited into two separate accounts, second US Bank's check number is 12203, addition of check 12204 to AT&T in amount of $391.52, and PG&E's check number changed to 12207. New warrant total with AT&T addition is $194,438.67.

MARTINELLI/BOSTOCK *MOTION to approve consent calendar with additions and changes AYES: Martinelli, Bostock, Stephenson, Cline. NOES: None ABSENT: Comisky.* ***MOTIONED CARRIED.***

9. ***BOSTOCK / STEPHENSON MOTION*** *to Adjourn Meeting at 7:22 p.m. All attendance are in favor of adjournment.*

Respectfully submitted by,

Karin Collett, Office Technician

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Karin Collett
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READ AND APPROVED by,

Stephanie Cline,

President, Board of Directors

Signed by:
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