

HOPLAND FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS MEETING MINUTES

January 8th, 2025

#1 CALL TO ORDER

The meeting was called to order by Chairman Smith at 5:00pm

Directors Present: Smith, Mastin, Jensen, Roderick, Trimble

Directors Absent:

Staff Present: Chief Franklin, Rebecca Stone (Clerk)

#2 PLEDGE OF ALLEGIANCE

Pledge was led by Chairman Smith.

#3. PUBLIC EXPRESSION

None

#4 ADDITION TO AGENDA

None

#5 APPROVAL OF MINUTES

The minutes of the December 4th, 2025 meeting were approved as written.

#6 APPROVAL OF FINANCIAL REPORT

The financial reports for December 2025 were approved.

#7 CORRESPONDENCE

None

#8 CHIEF'S REPORT

Chief Franklin submitted his verbal report. He expanded on content and answered questions from the Board. After questions were asked and answered the report was accepted as presented.

#9 OLD BUSINESS

- a. Surplus Equipment Liquidation Authorization – Discussion only with the request to include the item on all future meeting agendas until further notice.

#10 NEW BUSINESS

- a. Resolution No. 2026-1 – 2025 Volunteer Fire Capacity Grant – Director Mastin motioned for the approval of Resolution No. 2026-1 to authorize Chief Franklin to execute the Volunteer Fire Capacity Program Agreement. Seconded by Director Trimble.
AYES: Mastin, Roderick, Smith, Trimble, Jensen NAYS: None ABSENT: None ABSTAIN: None
- b. Trust Account Transfer Authorization for Apparatus Payment – Director Maston motioned for the transfer of funds from the district trust account 2110-760793 to the districts general fund for the 2026 payments of 6167 and 6100. Seconded by Director Roderick.
AYES: Mastin, Roderick, Smith, Trimble, Jensen NAYS: None ABSENT: None ABSTAIN: None
- c. Salary Step Update – The minimum wage increase was noted, no action taken.
- d. Treasurer Update – The Board authorized Rebecca Stone (Clerk) to create a description of duties for a treasurer position within the board of directors for the district.

#11 DIRECTORS REPORTS

Director Roderick provided information on the current PG&E work being done in the area.

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#12 CLOSED SESSION

None

#13 ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 5:40pm.

Gregg Smith, Chairman

Rebecca Stone, Clerk