

MINUTES

July 9th, 2019

- OPENING:** The regular meeting of the Little Lake Fire Protection District Board of Directors was called to order by Tony Madrigal at 5:02PM.
- ROLL CALL:** Present: Skip Lucier, Tony Madrigal, Nancy Stipe and Arnie Mello
Absent: Tom Herman
- MINUTES:** The minutes for the June 11th, 2019 meeting were reviewed and accepted. Motion to accept the minutes: Skip Lucier 1st, Tony Madrigal 2nd.
- TREASURER'S REPORT:** Chief Wilkes reviewed the Treasurers Report with the board. In the future the chief stated he would like to keep the firehouse and strike team fund separate from the Treasurers Report. Arnie Mello questioned the reimbursable in the Capital Improvement fund. Chief Wilkes explained anything that has to do with relocation and firehouse will be submitted to Lori Adams and will be reimbursed. An additional checking account at Savings Bank will be researched as may be easier for the reimbursable EFT from US Bank versus the County of Mendocino. Chief Wilkes also stated he would like to work on a reserve policy for the future as well as an updated strategic plan after the new firehouse is built. Motion to accept the Treasurers Report; Arnie Mello 1st; Nancy Stipe 2nd.
- CORRESPONDENCE/PUBLIC COMMENTS:** Chief Wilkes reported the department was invited to a Celebration of Life for the father that passed away in the fatal accident a few months ago. Robert McKenzie, Tylor Yadon and Harry So attended the event on behalf of Little Lake Fire. Chief Wilkes thanked our firefighters for taking time out of their schedule to attend.
- OLD BUSINESS:** **FIREHOUSE:** Chief Wilkes reported Dennis Dong has completed the kitchen design and the district should have an updated set of plans in the next week or so. Chief Wilkes distributed the current design to the board. Due to visibility requirements from the City of Willits we will need to shorten the building. Skip Lucier inquired if it is the office that is affected.

Chief Wilkes stated yes, the corner office will have to be smaller now. Chief Wilkes also stated he would like to see Humboldt Street turned into a one way which would solve the firehouse issues but the study will take too long. One of the neighbors on Humboldt Street is interested in the Humboldt house fencing. The board agreed on the removal of the fence. The board also reported donating the stove to the Boy Scout hut at the Recreation Grove. Skip Lucier appreciates the stove donation.

CANNIBIS EXCISE TAX: Chief Wilkes reported he is in the process of setting up a meeting regarding the excise tax with the City of Willits. Chief Wilkes would like a percentage not a set amount as public safety is based on production. Tony Madrigal informed the board he emailed Gerry Gonzalez as well for a meeting date.

PRELIMINARY BUDGET: The chief confirmed we are receiving Prop 172 funds. The funds will be a little less than last year but will be added to the final budget.

NEW BUSINESS: NONE

BILLS: Motion to pay bills; Tony Madrigal 1st; Nancy Stipe 2nd.

TRAINING REPORT: Training Chief Eric Alvarez announced he has completed his HazMat class. Chief Wilkes stated he was proud of Training Chief Eric Alvarez for the dedication with the HazMat class. Training Chief Eric Alvarez is now certified as a HazMat specialist for the department. Boy Scouts have been visiting every Thursday for public education. Redwood Health Clinic and Mariposa recently hosted a fire extinguisher training class for their employees.

FIREFIGHTERS' ASSOC. REPORT: The association is working on the 2019 fundraiser. They recently labeled all of the envelopes for mailings.

CHIEF'S REPORT: Chief Wilkes reported there were 60 calls in June and 405 calls this year so far. A few trainings have been cancelled due to calls. The new 17K generator at station 541 has been installed. We are currently waiting on the propane company to hook up a propane tank. The generator at station

540 is from the 1930's and Roots of Motor Power is interested in acquiring the generator. Skip Lucier informed the board there will be a PG&E power shutoff meeting on July 18th, 2019 at the Willits Community Center. Arnie Mello added the power outages are not just for hours, it can be for days. Chief Wilkes informed the board he submitted a grant to PG&E for a cascade oxygen system and is still waiting to hear if we have been awarded the grant. Chief Wilkes reported he will meet with Tim Hallman regarding the assessment book this Friday. Every year the staff has to submit changes to the book and he wanted to make sure everything is correct. There was a recent complaint on a local hotel regarding the condition of the rooms. Chief Wilkes stated it is difficult in a small department to inspect all hotels, schools and apartments in a timely manner but he is working hard to do so. Chief Wilkes gave the owner of the hotel an informational sheet of what needs to be completed and the hotel owner was happy to oblige. Chief Wilkes reported that the Narcan that was recently purchased was needed on a medical call. Chief Wilkes thanked the board for allowing the purchase as it will save lives. Chief Wilkes spoke of abatement issues in the district as the public is on edge with all the recent fires over the years. The area we live in is a wooded area and many areas are not easy to abate. The abatement ordinance is through the City of Willits and not through Little Lake Fire Department. The county does not have an abatement ordinance so the staff works with the city to mitigate. The local ambulance service is at a critical state. Recently Brooktrails had a medical call and the closest ambulance was south of Ukiah. The patient was hemorrhaging so Brooktrails fire had to transport the patient to the hospital. The ambulance company makes more profit on hospital transfers versus medical calls; therefore there are often no ambulances available in the area. Chief Wilkes will stay involved and keep the board informed on any future developments.

Meeting adjourned at 6:01PM

Tony Madrigal, President

Michelle Schnitzius, Secretary/Treasurer

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