



LITTLE LAKE FIRE PROTECTION DISTRICT



1575 Baechtel Rd. Willits, California 95490
(707)459-6271

Chris Wilkes
Fire Chief

MINUTES May 11th, 2021

- OPENING:** The regular meeting of the Little Lake Fire Protection District Board of Directors was called to order by Tony Madrigal at 5:00 PM.
- ROLL CALL:** Present: Tony Madrigal, Skip Lucier, Tom Herman, and Nancy Stipe.
Absent: Arnie Mello
- MINUTES:** Motion to accept the April meeting minutes: Skip Lucier 1st; Nancy Stipe 2nd.
- TREASURER'S REPORT:** Chief Wilkes reported to the board the office fund ran a little high due to a photo scanner. This scanner will be used to scan all the historical photos to post on the rolling picture monitor the new firehouse will have. There were not any significant changes to Appendix A and the district paid out on Appendix B; the Gulch and DOS Incidents. Chief Wilkes thanked the board for allowing the firefighters to be paid out for strike team before the revenue is received. Motion to accept the Treasurer's Report: Tom Herman 1st and Nancy Stipe 2nd.
- CORRESPONDENCE/PUBLIC COMMENTS:** Chief Wilkes thanked Jim and Teri Robertson for their generous donation to the fire department.
- OLD BUSINESS:** **FIREHOUSE:** Chief Wilkes informed the board the interior of the firehouse has been moving along nicely. The concrete is in the process of being poured, and the parking lot is started. Most of the sheetrock in the administrative offices is completed. Tom Herman asked how the current construction schedule looks. Chief Wilkes responded the contractor updated the construction schedule to mid-August. Chief Wilkes announced the grand opening is for September 11th, 2021. Tom Herman would like to acknowledge past volunteers; Chief Wilkes stated a dedication would be at the grand opening. Skip Lucier said he would forward the email with the grand opening information to board members.



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NEW ENGINE E5469: Chief Wilkes stated the district has a drawing and the chassis has been ordered. Staff is still waiting on additional details.

MEETING SUSPENDED TO CLOSED SESSION PERSONEL: 5:17PM
MEETING RECONVENED: 5:42 PM

NEW BUSINESS: **RESOLUTION 2021-3:** Chief Wilkes stated Resolution 2021-3 is for the adoption of the Preliminary Budget. Motion to accept Resolution 2021-3 with amendments of budget updates: Nancy Stipe 1st; Tom Herman 2nd.

RESOLUTION 2021-4: Adopting the 2020 Audit. Motion to adopt the 2020 Audit: Tom Herman 1st; Skip Lucier 2nd.

EXPLORER PROGRAM: Chief Wilkes informed the board the explorer program will have to be put on hold for now. Battalion Chief O'Neill had a change in career so he is unable to implement the program and staff does not currently have to the time to develop the program.

BILLS: Motion to pay bills: Tom Herman 1st; Nancy Stipe 2nd.

TRAINING REPORT: Training Chief Eric Alvarez was not in attendance.

FIREFIGHTERS' ASSOC. REPORT: Association President Aaron Branscomb announced the association fundraiser will be September 11th, 2021, during the open house for Station 54. Staff is currently working on four new volunteer firefighters as well.

CHIEF'S REPORT: Chief Wilkes informed the board there were 62 calls in April. A vehicle fire caused a 3-5 acre fire and then there were multiple escaped control burns throughout the month. On May 17th, 2021, Calfire will implement a burn ban. Tony Madrigal stated there was an excellent turnout for an accident north of town. Chief Wilkes said the accident blocked one lane, and they landed two helicopters. Ridgewood Ranch and Brooktrails helped with mutual aid response. Chief Wilkes commended the Willits Police



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Department for their response to assist with traffic control during the accident. During one of our traffic accidents, our duty rig was struck during traffic control. Luckily our firefighter was missed. There were two engines and one duty rig in front of the hit duty rig. The Caltrans traffic sign was on to warn drivers of the accident as well. The driver did not have insurance and did not have a valid license. Chief Wilkes stated one of the most dangerous things for a firefighter is traffic control. Drivers have not changed or slowed down even with the Caltrans sign.

Regular meeting adjourned: 6:23PM

Tony Madrigal, President

Michelle Schnitzius, Secretary/Treasurer

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Report out of closed session: Amendments to the 2021-2022 Preliminary Budget for personnel salaries.