



LITTLE LAKE

FIRE PROTECTION DISTRICT



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

MINUTES

December 14th, 2021

OPENING: The regular meeting of the Little Lake Fire Protection District Board of Directors was called to order by Tony Madrigal at 5:04 PM.

ROLL CALL: Present: Arnie Mello, Nancy Stipe, Tony Madrigal and Skip Lucier
Absent: Tom Herman

MINUTES: Motion to accept the November meeting minutes: Skip Lucier 1st; Arnie Mello, 2nd with a grammar amendment.

TREASURER'S REPORT: Motion to accept the December Treasurers Report: Arnie Mello 1st; Nancy Stipe 2nd.

CORRESPONDENCE/PUBLIC COMMENTS: A donation was received from the Willits Wild Bunch. The board and staff appreciate the donation and Michelle Schntzius will send a thank you note.

PUBLIC COMMENT: Jeff Donaldson and Firefighter Jace spoke in support of Bill Carter who applied for the Chief's position.

SUSPEND TO CLOSED SESSION: 5:13PM

OUT OF CLOSED SESSION: 6:01PM

OLD BUSINESS: **FIREHOUSE:** Deputy Chief John Thomen stated there is still a Bator Door hold up. The company will send workers back out and hopefully fix the sensor issue for good. The air balance report is completed and there is a missing Exit sign that has been ordered. The electricians still need to finish up on some issues. Arnie Mello asked if the door issue may affect calls, John Thomen replied they can be manually opened if need be for now. John Thomen also reported a firefighter will need to stand watch on the corner when the engine pulls out for safety. Just in case a child is on a bike or walking in the front of the station and the parents are not watching.



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NEW ENGINE E5469: Deputy Chief Thomen he was able to contact BME and the Chassis is under inspection. There are 7 engines in front of this engine. Staff is hoping the engine will be here by the end of April.

EXPLORER PROGRAM: No update.

LEXIPOL: Michelle Schntzius explained Lexipol is a policy company that will assist in updated the District policies. This process will be time consuming as it may take an hour or 2 a week meetings along with outside policy review work.

ADDED AGENDA ITEM: Fee Schedule. Tony Madrigal stated the fee schedule currently in place is quite old and will need to be updated at some point this year. Tony Madrigal asked Nancy Stipe if she could assist with this process and Nancy Stipe replied she would.

NEW BUSINESS: **BOARD APPOINTMENTS:** Skip Lucier nominated Tony Madrigal for Chairman. Motion to accept: Skip Lucier 1st; Nancy Stipe 2nd. All Ayes.

Nancy Stipe nominated Skip Lucier for Vice Chairman. Motion to accept: Nancy Stipe 1st; Arnie Mello 2nd.

BILLS: Motion to pay bills: Motion to accept bills: Arnie Mello 1st; Skip Lucier 2nd.

TRAINING REPORT: Training Chief Alvarez reported the last training was auto extrication. The captains are currently assisting the new firefighters with drills and trainings. On Tuesday drill was at Station 54 for review on the new firehouse and bay doors. The first drill in January will be first aid/CPR. There is also a swift water class being offered in January. Times to be determined. Training Chief Alvarez reported tot eh board, Chief Carl Magann will be assisting with Command 2D classes that will be coming up for our volunteers.



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Chris Wilkes
Fire Chief

FIREFIGHTERS' ASSOC. REPORT: Aaraon Branscomb reported the association donated 10 hams and assisted with the Thanksgiving handout. There was a great turnout of 3 engines and 10 personnel.

CHIEF'S REPORT: Deputy Chief John Thomen reported there were 70 calls and 720 calls year to date. One of the calls was a 3 day propane spill. Deputy Chief John Thomen was called by REHIT for assistance. The spring safety valve was damaged during the wreck and no way to shut it off. The water tender and Engine had to work different shifts to put water on the tank to warm tank up to release the vapor. CALTrans had to close down HWY 162 and reroute traffic. This spill was quite a challenge and other departments contacted Deputy Chief Thomen for future education about spills such as this one.

Regular meeting adjourned : 6:43PM

Motion to adjourn: Arnie Mello 1st; Skip Lucier 2nd.

Tony Madrigal, President

Michelle Schnitzius, Secretary/Treasurer

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Chris Wilkes
Fire Chief

*Report out of closed session:
Chiefs applications are being reviewed*