



LITTLE LAKE FIRE PROTECTION DISTRICT

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

Chris Wilkes
Fire Chief

MINUTES

November 10th, 2020

- OPENING:** The regular meeting of the Little Lake Fire Protection District Board of Directors was called to order by Tony Madrigal at 5:01PM. Tony Madrigal amended the agenda to include a closed session for contract.
- ROLL CALL:** Present: Tony Madrigal, Skip Lucier, Nancy Stipe, and Tom Herman
Absent: Arnie Mello
- MINUTES:** The minutes for the October 13th, 2020 meeting were reviewed and accepted. Motion to accept the meeting minutes: Skip Lucier 1st; Nancy Stipe 2nd.
- TREASURER'S REPORT:** Chief Wilkes reviewed the Treasurers Report. Appendix A consisted of firehouse payments. Tom Herman inquired about the City of Willits payment. Chief Wilkes explained it was for a permit. Chief Wilkes reported the district has not received any reimbursement from the fires as of yet. The staff is hoping for reimbursement soon. Motion to accept the Treasurer's Report: Skip Lucier 1st; Nancy Stipe 2nd.
- CORRESPONDENCE/PUBLIC COMMENTS:** Chief Wilkes stated the Moreno Family sent a thank you letter to the firefighters for the CZU Complex.
- OLD BUSINESS:** **FIREHOUSE:** Chief Wilkes reported to the board the concrete slab has been poured. The sewer lateral is hooked up as well. Chief Wilkes stated Scott Herman from the City of Willits assisted us with changes to the water lines. Chief Wilkes was appreciative for his help. Chief Wilkes is expecting the metal building delivery the first week in December. Tom Herman was grateful for the City of Willits for their assistance. Chief Wilkes also informed the board that Michelle is currently working with the Trope Company regarding the furniture. Skip Lucier thanked the Chief for his constant dedication to the firehouse as he is always down at the site.



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NEXUS STUDY: Jim Lance and Blaire Aas are working together to pass an ordinance to allow the district to collect impact fees. We are hoping to get on the agenda soon. Chief Wilkes also called Supervisor Haschak and Ted Williams inquiring about the length of time it is taking to get on the agenda for the county. They are trying to work on it as soon as they can.

USDA GRANT: We are approved to purchase items for the new firehouse through the USDA matching grant. Staff is waiting on a few invoices to finish the purchases so the district can get reimbursed.

NEW BUSINESS: **RESOLUTION 2020-8:** Chief Wilkes would like approval from the board to research a Type 3 Engine. Boise Mobile Equipment is the recognized lowest bidder at \$378,962.16 and will be a tag on purchase through the state. Chief Wilkes reviewed Boise Mobile Equipment's breakdown. There will be a few modifications needed such as a 1,000 GPM pump. Our firefighters usually sleep in the engines so the staff would like to upgrade the seating as well. Tom Herman inquired if the paint was two-toned. Chief Wilkes stated the engine will be two-toned. Skip Lucier asked if they will lock in the price. Chief Wilkes stated his goal is to lock in the price as soon as possible since the engine will be 14 months out. Chief Wilkes will also check into financial options for the engine. Nancy Stipe asked if we are still paying on any engines. Chief Wilkes stated just the water tender and will be paid off next year. Chief Wilkes does not want to have more than one engine payment at a time. Motion to accept Resolution 2020-8: Tom Herman 1st; Skip Lucier 2nd. All Ayes.

BILLS: Motion to pay bills: Nancy Stipe 1st; Skip Lucier 2nd.

TRAINING REPORT: Training Chief Eric Alvarez reported the last drill was traffic control and firefighter safety. 5 man company drill was also held which consisted of hose lays, pumping and wearing SCBA gear. Training Chief Alvarez also recorded 8 minute videos for fire prevention week education for the schools to upload on zoom.



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FIREFIGHTERS' ASSOC. REPORT: Halloween was a great success. The staff was thankful for the help from the volunteers. The volunteers handed out about 660 bags of candy. Aaron Branscomb reported the staff will help the police department hand out turkey dinners for Thanksgiving this month. Nancy Stipe thanked Aaron for his hard work.

CHIEF'S REPORT: Chief Wilkes reported the donation from LEEF helped purchase combustible gas indicators. The indicators have already been used in calls. The LEEF donation has already benefitted the public per Chief Wilkes. The remainder of the donation will be used to purchase wildland turnouts. Chief Wilkes thanked LEEF again for their generous donation. 66 calls were in the month of October. Chief Wilkes thanked the volunteers for their assistance. Training Chief Eric Alvarez, Deputy Chief Thomen and Aaron Branscomb have been working on the helipad and the staff have switched out the windsock on the building. Chief Wilkes was thankful for their time. Chief Wilkes announced as of January 1st, 2021, Howard Forest will be dispatching Little Lake Fire Department. Since 1989, Willits Police Department has been part of our dispatching service. Having multiple dispatchers is getting difficult, therefore dispatching out of one entity will be easier for all. We will still have our contract with the City of Willits and will still use Willits Police Department when needed.

Suspend regular meeting to Closed Session: 5:51PM
Report out of closed session: 5:54PM
Regular meeting adjourned: 6:01 PM; Tom Herman 1st; Skip Lucier 2nd.

Tony Madrigal, President

Michelle Schnitzius, Secretary/Treasurer

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Report out of closed: LAFCO Ballot. Board will go with Chiefs recommendation.