



# LITTLE LAKE FIRE PROTECTION DISTRICT



74 E Commercial Street  
Willits, California 95490  
(707)459-6271

## MINUTES

December 12<sup>th</sup>, 2023

- 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: Tom Herman, Arnie Mello, Tony Madrigal, and Skip Lucier. Absent: Nancy Stipe
- MINUTES:** Motion to accept the November 14<sup>th</sup>, 2023 minutes: Skip Lucier, 1<sup>st</sup>, Tom Herman, 2<sup>nd</sup>.
- TREASURER'S REPORT:** Motion to accept the December Treasurer's report: Tom Herman 1<sup>st</sup> and Skip Lucier 2<sup>nd</sup>.
- CORRESPONDENCE/PUBLIC COMMENTS:** None
- OLD BUSINESS:**
- FIREHOUSE:** Michelle Schnitzius informed the board there is no update. No one has shown up to fix the issues. The board suggested hiring someone to fix the gate and not wait for ACGC. Tony Madrigal stated after the first of the year.
  - NEW ENGINE 5469:** Deputy Chief John Thomen was not present. Tony Madrigal reported Engine 5469 will hopefully be in service next month.
  - USDA EQUIPMENT GRANT:** Tony Madrigal reported the Type 6 is in service. A few more modifications will be needed, but other than that, the Type 6 is ready to go.
  - AFG GRANT-** Michelle Schnitzius reported the AFG Grant will be opening up in January 2024.



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**FEE SCHEDULE:** Tony Madrigal reported that Fire Marshal Eric Alvarez and he will start working on the fee schedule after the 1<sup>st</sup> of the year.

**NEW BUSINESS: ELECTION:** Election for board members. Motion for Tony Madrigal, Chairman and Skip Lucier, Vice Chairman; Tom Herman 1<sup>st</sup> and Arnie Mello 2<sup>nd</sup>.

**FIREFIGHTERS OATH:** Firefighters Philip Laurent II and Mathew Orozco were sworn in by Michelle Schnitzius. Mathew spoke of previously being on the fire department and is happy to be back. Philip Laurent II was thankful for the encouragement from the fire department and family to volunteer at the fire department and is looking forward to serving the community.

**BILLS:** Motion to pay bills: Tom Herman 1<sup>st</sup>, Skip Lucier 2<sup>nd</sup>.

**TRAINING REPORT:** Training Chief Jeff Donaldson was not in attendance due to a class. Association President Aaron Branscomb reported the last drill was in the burn room, and Deputy Chief John Thomen instructed the last EMT recertification. CPR/First Aid will be offered the first week of January. There were 50 calls in November.

**FIRE MARSHAL:** Fire Marshal Eric Alvarez reported he has been working on business licenses and waiting for apartments to be scheduled. Division Chief Alvarez has been attending a lot of classes lately. Prevention is a huge animal; even though the classes help, it can be overwhelming.

**FIREFIGHTERS' ASSOC. REPORT:** Association President Aaron Branscomb announced Harry So, Eric Alvarez, and himself assisted with the Toy Run on December 9<sup>th</sup>, 2023. Manuel Orozco drove the Muster Truck in the light parade. There are three new firefighters. One new firefighter has been very active.



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CHIEF'S REPORT: Deputy Chief John Thomen was not in attendance. Tony Madrigal informed the board that Engine 5469 will be in service soon. Brush Truck 5461 is working out great. Tony reported that the battery charger 5480 has been replaced, three firefighters have been promoted to Captains, and 2 firefighters are probationary Captains.

The regular meeting adjourned to a closed session at 5:27 PM.

Closed session meeting adjourned: 6:30 PM.

*Tony Madrigal*

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Tony Madrigal, Chairman

*Michelle Schnitzius*

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Michelle Schnitzius, Secretary/Treasurer

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***Report out:***

***No discussion on personnel. Information shared on a  
Real Estate matter.***