

MINUTES
April 9th, 2019

- OPENING:** The regular meeting of the Little Lake Fire Protection District Board of Directors was called to order by Tony Madrigal at 5:03 PM.
- ROLL CALL:** Present: Nancy Stipe, Arnie Mello, Skip Lucier, Tom Herman and Tony Madrigal
- MINUTES:** The minutes for the March 12th, 2019 meeting were reviewed and accepted. Motion to accept the minutes: Skip Lucier 1st; Arnie Mello 2nd. Minutes for the March 30th, 2019 special meeting were reviewed and accepted. Motion to accept the special meeting minutes: Arnie Mello 1st; Skip Lucier 2nd.
- TREASURER'S REPORT:** Chief Wilkes reviewed the treasurer's report with the board. The last strike team was paid out in the extra help fund. The district had a FASIS and commercial insurance payment due. Maintenance of equipment was higher than normal this month due to a new starter for engine 5480, alternator needing to be rebuilt in 5485 and a heater core in 5442. Duty rig (5403) needed a new switch for the hose reel. Majority of the work was done in house. Skip Lucier thanked the staff for all the in-house maintenance and saving money. Tom Herman questioned the strike team pay. Chief Wilkes explained the strike team will be fully reimbursable. Capital Improvement fund balance was incorrect. The balance should be \$80,293.24. Motion to accept the Treasurers Report with amendment to the Capital Improvement fund: Tom Herman 1st; Arnie Mello 2nd.
- CORRESPONDENCE/PUBLIC COMMENTS:** NONE
- OLD BUSINESS:** **FIREHOUSE:** Chief Wilkes informed the board the staff and the finance committee is working hard through the paperwork process for the loan requirements. Tom Herman, Arnie Mello, Chief Wilkes and Michelle Schnitzius attended a meeting in San Francisco with Raymond James,

Wiest Law Firm and the S&P for a presentation. Tom Herman and Arnie Mello were extremely happy with the presentation Chief Wilkes gave to the S&P. April 15th, 2019 we will receive our rating for S&P. Holly Madrigal asked about our rating. Tom Herman informed Holly we are hoping to have an AA- rating but we at least want an A. Arnie Mello stated we should at least have an A as our package is simple and strong. Chief Wilkes also stated having 75% voter support will help with our rating as well. Chief Wilkes informed the board the new firehouse looks good and it will have a "54" on the side of the wall. Tom Herman asked when we receive a final rendering if we can show the public. Chief Wilkes stated "definitely" and looks forward to it. Chief Wilkes reported that 2 people were interested in the house on 52 Humboldt St. but have not received any bids as of yet.

NEW BUSINESS: **5401 PRESENTATION:** Deputy Chief Thomen presented 5401 to the board. The duty rig has been completed.

RESOLUTION 2019-8: Approving the issuance of series 2019 Certificates of Participation for the purpose of financing a portion of the cost of acquiring and constructing the districts new fire station. Motion to accept Resolution 2019-8: Tom Herman 1st; Arnie Mello 2nd.

CALPERS UNFUNDED LIABILITY: Chief Wilkes informed the board the actuarial unfunded liability is based on the difference of what we paid and the difference of what was actually due. Arnie Mello informed the board we are lucky due to an almost an all-volunteer fire department which helps with unfunded liability. Chief Wilkes reported the S&P were happy and stated that we had a small unfunded liability. One of the smaller ones they have seen. Arnie Mello reported unfunded liability is difficult to budget for and in the future if the economy improves we may not have any unfunded liability.

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

TRAINING REPORT: Training Chief Alvarez finished the S190 wildland class. He will be working on the L180 Human Factor Wildland class the next drill. 21 units of the Narcan arrived. BLS update was complete. Training Chief Alvarez held a CPR class at the high school. Chief Wilkes taught a ICS 100 class at the City of Willits with about 30 people. Groups developed resources to obtain an objective in a realistic incident. Nancy asked if the classes were on a regular basis and the chief replied about once a year. Training Chief

Alvarez will be holding upcoming fire extinguisher classes for the library and Dr. Williams's office. April 27th, 2019, they will be cutting up a school bus for training.

FIREFIGHTERS' ASSOC. REPORT: Deputy Chief John Thomen reported the Top 10 dinner was successful and had a great turnout. Tony Madrigal stated the food was great and Deputy Chief Thomen did a great job presenting the awards. Chief Wilkes stated they will be working on a new protocol about how we will bring volunteers in the district and when completed he will bring to the board.

CHIEF'S REPORT: Chief Wilkes reported the city staff is working on the 2nd draft of the emergency operation plan. When completed the chief will review and will meet with the police chief if he has any input. Chief Wilkes is working with the city and PG&E regarding power shutdowns. If there is a large wind event PG&E will cut down power. Chief Wilkes reached out to PG&E and suggested they have a meeting in Willits instead of Ukiah as it will affect more people in this area. Holly Madrigal asked if there will be any lead notices for shutdowns. Chief Wilkes stated there will be a 24 to 48 hours' notice for a shutdown. Chief Wilkes has been attending meetings regarding the ambulance service. The chief is hoping for 2 ambulances in our area. Arnie Mello stated that would be great and would be a long time coming. Chief Wilkes stated the preliminary budget will be presented at the next board meeting. Chief Wilkes asked the board if he could get 2 board members to assist in negotiations with the city Measure I tax. Tony Madrigal and Tom Herman stated they will be on the committee. Skip Lucier also offered to help if one of the two on the committee could not make a meeting. Chief Wilkes informed the board that public safety is extremely important and may be affected from the cannabis industry. Chief Wilkes recently completed a site plan review for a local cannabis facility. Chief Wilkes made sure the facility was following the rules and the state passed the facility with no problems. The facility owner thanked the chief for his assistance and making sure his facility was properly ready for the inspection. Tony Madrigal stated we do bill for services and the city has been great working with us but we still spend a lot of time helping the city that we do not get compensated for. Chief Wilkes reported the VFA Grant is open. Last year we budgeted for a radio for both 5401 and one of our Type 3 engines. Holly Madrigal asked where the VFA Grant comes from. Chief Wilkes replied CalFire offers them and they are matching grants. Chief Wilkes reported CalFire sent a letter out stating payments for strike team reimbursement may be delayed due to the changes in the fiscal forms. Call volume is up at 216 calls for this year which is equal to 2.2 calls per day. Chief Wilkes stated we have almost a full roster. Holly Madrigal asked how many Ridgewood Volunteers are on

the department. The chief responded with 5. The chief stated they are a great asset to the department and the community.

Meeting adjourned 6:31 PM

Tony Madrigal, President

Michelle Schnitzius, Secretary/Treasurer

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