



LITTLE LAKE FIRE DISTRICT



74 E. Commercial St. • Willits, California 95490
(707)459-6271 • Fax (707)459-7898

Chris Wilkes
Fire Chief

MINUTES

March 10th, 2020

- OPENING:** The regular meeting of the Little Lake Fire Protection District Board of Directors was called to order by Tony Madrigal at 5:03PM
- ROLL CALL:** Present: Tony Madrigal, Skip Lucier, Arnie Mello Tom Herman and Nancy Stipe.
- MINUTES:** The minutes for the February 11th, 2020 meeting were reviewed and accepted. Motion to accept the minutes: Skip Lucier 1st; Arnie Mello 2nd.
- TREASURER'S REPORT:** Michelle reviewed the changes in the Treasurers Report with the board. Motion to accept the Treasurers Report: Nancy Stipe 1st; Tom Herman 2nd.
- CORRESPONDENCE/PUBLIC COMMENTS:** Leonard Winter from Medstar spoke about his concerns on the ambulance service in Willits area. Leonard stated they were working hard to add a 5th ambulance but one of the main issues is staffing the ambulance. Leonard reported to the board they had 73/911 calls in December and 63 in January. If Medstar loses Ukiah to another ambulance the support for Willits will fail. Medstar is currently working with Ukiah Ambulance to work together. Leonard would like to keep ambulance 9150 in Willits. Leonard also reported that about half of the county is on Medi-Cal which does not pay well. In 2018 about 7 Million was billed out and 2 Million was all that was recovered. Tony Madrigal asked if it was better to do transfers vs. 911 calls. Leonard stated transfers are more money but in our area the ambulance needs both. Chief Wilkes agreed with Leonard and added his staff is working hard. Chief Wilkes also added when Ukiah opted out of the RFP, the RFP flopped, Falk left, and MedStar stayed to service the outlining communities. Arnie Mello informed Leonard he has full support of the board.
- OLD BUSINESS:** **FIREHOUSE:** Chief Wilkes informed the board the staff has been busy with the new firehouse project. The staff is trying to move forward as quickly as possible but then the staff has to wait for the next step. Chief Wilkes stated the staff feels this has been an extremely long process. Skip Lucier asked where we are on the bid process for the demolition. Chief



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Page 2

Wilkes stated that Dennis Dong from Calpo, Hom & Dong expects the bid for the demolition should be ready in the next 2 weeks. Chief Wilkes feels Fred Russell is extremely thorough and is saving the tax payers money with his changes. Fred Russells goal according to the Chief is to stay under 2% for change orders. Chief Wilkes informed the board in the last 3 days; Fred has revisited radio locations, appliances, fans, dorms, kitchen, air compressor location and found an issue he fixed in the heated floors and a generator issue. Arnie Mello asked what the generator issue was and the chief replied Fred wants a natural gas generator as it is better for our area. Chief Wilkes informed the board that this morning John and Eric taped the bay floors to replicate the conference and training room. The staff was able to get a visual of the rooms and was able to make changes as the layout was not going to work for the needs of the staff. Dennis Dong was happy with the changes. Chief Wilkes reported PG&E is moving along quickly and the design work is completed. The PG&E box is now located off of Commercial Street. The location is not ideal but did not have a choice with PG&E. Chief Wilkes informed the board the staff has been busy with calls and still was able to move the compressors and everything out of the 540 station. Chief Wilkes also reported there was a new geotechnical study performed last Saturday at 7AM. Tom Herman asked about hydroponics in the building. Chief Wilkes stated it was an additional cost but is supposed to be in the plans and will save the tax payers money in the end. Tom Herman asked if Dennis Dong had an up to date cost of the firehouse plans, Chief Wilkes stated he will email Dennis but everything that has been accomplished is cost saving and not adding any additional cost to the firehouse. Chief Wilkes reported the staff is saving money wherever can, all the while still trying to fit the needs for the station and the future of Willits. Tom Herman asked what the status of the house was. Chief Wilkes informed the board the Humboldt House should me moved at any time.

EMERGENCY VEHICLE REPLACEMENT: Chief Wilkes stated the vehicle is in Yuba City getting outfitted and the pump and tank are already in the vehicle. Chief Wilkes stated the old vehicle (5404) is not worth anything for trade in. Staff sold the old Ford (5443) for \$4,500.00 and Laytonville bought the Chevy (5542) for \$5,000.00. The sale of the 2 vehicles will be used to repair the old 5404.



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Minutes March 10th, 2020

Page 3

NEW BUSINESS: **ORDINANCE 20-1: Public Hearing.** Ordinance 20-1 is the adoption of the 2019 fire code. Chief Wilkes stated this is a normal 3 year cycle of the adoption of the newest fire code. Tom Herman moved to have the first reading of Ordinance 20-1 waived. Arnie Mello 2nd. Chief Wilkes stated that staff has submitted through Mendocino County and the City of Willits and no comments had been made from either entity. Chief Wilkes stated after the 2nd reading, Ordinance 20-1 will go back to Mendocino County and the City of Willits before it becomes officially adopted.

BOARD POLICY REVIEW: Tony Madrigal asked if Skip Lucier and Nancy Stipe would like to review the board policies. Chief Wilkes offered to help as well.

PREMIMINARY BUDGET 2020/21: Tony Madrigal informed the board the staff is working on the preliminary budget.

BILLS: Motion to pay bills; Tom Herman 1st; Skip Lucier 2nd.

TRAINING REPORT: Training Chief Eric Alvarez reported the last drill was training on the rope systems and the next drill will finish it off. Training Chief Alvarez added he would like to go out to Ridgewood Ranch for wildland drills as there is a lot of land that would benefit the training. Tomorrow Eric will take Engine 5468 to Headstart and have the children interact with the firetrucks. Recently Norm Brown recently held a control burn and many of the new volunteers were able to attend.

FIREFIGHTERS' ASSOC. REPORT: Training Chief Eric Alvarez reported March 21st will be the top 10 dinner.



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Minutes March 10th, 2020
Page 4

CHIEF'S REPORT: Chief Wilkes reported there was a press release yesterday regarding the Coronavirus. There are no cases as of yet in Mendocino County but expects there will be some. Howard Forrest has a protocol now that will ask patients for certain symptoms prior to arriving so the responders can prepare. We have one new cadet and 2 new firefighters. Tom Herman asked how many are currently on the roster. Chief Wilkes stated 34. Next board meeting Blair Aas from SCI Consulting Group will present the draft for the NEXUS study for the board. Chief Wilkes stated the AFG Grant has been submitted for a new high pressure air compressor. Chief Wilkes reported the Measure I agreement has been agreed upon. There will be a 7% administration fee then we will collect 25%.

Motion to adjourn to closed session at 6:34PM

Tony Madrigal, President

Michelle Schnitzius, Secretary/Treasurer

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***Report out of closed session:
Duty officer rate and pay as demand is increasing. More info to follow~
Report out of closed session 6:48 PM***