

## MINUTES

September 11<sup>th</sup>, 2018

- OPENING:** The regular meeting of the Little Lake Fire Protection District Board of Directors was called to order by Tony Madrigal at 5:02PM
- ROLL CALL:** Present: Tom Herman, Skip Lucier, Nancy Stipe, Arnie Mello  
Absent: Tony Madrigal
- MINUTES:** The minutes for the regular meeting on August 14<sup>th</sup>, 2018 were reviewed. Motion to accept the minutes; Arnie Mello 1<sup>st</sup>, Skip Lucier 2<sup>nd</sup>.
- TREASURER'S REPORT:** The Treasurer's Report was reviewed. Cook fire was paid out to Bill Carter under 86-1012 Extra Help. GASB Fees and mapping were paid out as well on this Treasurers Report. Tom Herman questioned the Extra Help fund. Chief Wilkes explained the strike team payroll will be readjusted when the midyear budget review is submitted to the county. Chief Wilkes also explained the fuel increased due the increased call volume. Motion to accept the Treasurer's report; Nancy Stipe 1<sup>st</sup>; Skip Lucier 2<sup>nd</sup>.
- CORRESPONDENCE/PUBLIC COMMENTS:** None
- OLD BUSINESS:** **FIREHOUSE:** Chief Wilkes reported to the board he is attended most events on his personal time for Measure J as not allowed on District time. One issue Chief has addressed is the term "Taj Majal". Chief Wilkes explained many members in the community are hung up on that term due to the projected cost of the building. He has addressed the issue stating the cost is from start to finish and the building is the minimal we can do that will benefit us for the future. There are a few also questioning the fitness room. The room is not additional to the square footage and is the size of the offices. The room is not budgeted for equipment as of yet. Chief Wilkes stated 2 laundry rooms are required as the turnouts need to be separated for cleaning. Skip Lucier said the firehouse is bare bones and basic but will last. Tom Herman suggested letters to the editor for explanation and all board members can sign. Chief Wilkes asked the board

if approval for press release. The board approves. Arnie Mello stated he can write a letter. Tom Herman thanked Arnie.

**NEW BUSINESS:** **P.A.C COMMITTEE SIGNAGE:** Chief Wilkes stated we cannot hang any signs on District property. Chief Wilkes has used his personal vehicle to pick up signs in Santa Rosa. Chief Wilkes stated our 410 and 460 are all submitted and current.

**ASSISTANCE BY HIRE AGREEMENT:** Chief Wilkes stated the policy has changed and local entities are responsible for their own fuel/ Many Chiefs are upset as when covering station they are running calls for CalFire and the fuel cost can be expensive. Chief Wilkes is on a subcommittee and will meet with the other Chiefs to discuss this situation. The other change is the agreement will only pay for 3 personal versus 4. Therefore we will only send 3 personnel in the future.

**GRANTS:** Chiefs Wilkes stated we have received the OK to purchase the radios from the radio grant. Chief Wilkes also stated the mapping grant we received was the only grant request submitted for mapping which helped the District with receiving the grant as it was unique.

**DEPUTY CHIEF'S VEHICLE:** Chief Wilkes reported we have purchased a red RAM 3500. Deputy Chief John Thomen had a difficult time finding a red Ram in the fleet so he had to purchase off the floor.

**FINAL BUDGET:** Motion to accept the final budget Nancy Stipe 1<sup>st</sup>; Arnie Mello 2<sup>nd</sup>.

**RESOLUTION 2018-17:** Chief Wilkes reviewed resolution 2018-17. The Rotary Club of Willits requested \$4,500.00 of their donated funds be used towards the P.A.C for Measure J. Motion to adopt Resolution 2018-17; Arnie Mello 1<sup>st</sup>; Nancy Stipe 2<sup>nd</sup>.

**BILLS:** Motion to pay bills; Arnie Mello 1<sup>st</sup>; Nancy Stipe 2<sup>nd</sup>.

TRAINING REPORT: Training Chief Eric Alvarez was not present. No report.

FIREFIGHTERS' ASSOC. REPORT: Robert McKenzie was not present. No report.

CHIEF'S REPORT: Chief Wilkes reported strike teams have kept us busy. Chief Wilkes stated the Pawnee fire will be paid on the next payroll, station coverage and the Cook Incident have been paid. Chief Wilkes informed the board we have to wait for invoices, agree, sign, and then send back. Roots of Motive Power hosted a BBQ and Firewise event. Chief Wilkes was unable to make the event but did attend the BBQ. Nancy Stipe asked which fire entities was involved. Chief Wilkes stated Brooktrails and Pine Mountain. Chief Wilkes reported the fire hydrant that is owned by the City of Willits was recently painted. Chief Wilkes reported response by the firefighters has been great, even with the strike teams out. Chief Wilkes is working with Ridgewood Ranch to become full volunteers on our roster. Opening day of soccer was a great success for the community. Fire personnel were recognized with posters and thank you cards. Chief Wilkes stated it was a special moment. Earlier today the Chief and fellow firefighters attended the 9/11 ceremony at the high school.

Meeting was adjourned to closed session; 6:18PM  
Out of closed session 6:47PM.  
Meeting adjourned.

---

Tom Herman, Vice Chairman

---

Michelle Schnitzius, Secretary/Treasurer

*This institution is an equal opportunity provider and employer.*

*Out of Closed:  
Personnel issue was discussed.*