

## MINUTES

June 11<sup>th</sup>, 2019

- OPENING:** The regular meeting of the Little Lake Fire Protection District Board of Directors was called to order by Tony Madrigal at 4:57PM.
- ROLL CALL:** Present: Skip Lucier, Tom Herman and Tony Madrigal
- MINUTES:** The minutes for the May 14<sup>th</sup>, 2019 meeting were reviewed and accepted. Motion to accept the minutes: Tom Herman 1<sup>st</sup>; Skip Lucier, 2<sup>nd</sup>.
- TREASURER'S REPORT:** Chief Wilkes reviewed the treasurer's report with the board. Chief Wilkes explained to the board 86-1011; 86-1012; 86-1022 are negative due to strike team but revenue will reimburse the accounts. Maintenance of equipment was high due to the purchase of back tires for the truck. Motion to accept the Treasurers Report: Skip Lucie 1<sup>st</sup>; Tom Herman 2<sup>nd</sup>.
- CORRESPONDENCE/PUBLIC COMMENTS:** NONE
- OLD BUSINESS:** **FIREHOUSE:** Chief Wilkes reported the staff and association are working on the association room at the firehouse. Tony Madrigal recommended sending the photos in to get on a USB or digitized. Chief Wilkes stated they are conserving the pictures the best they can and digitizing would be a good idea. Chief Wilkes also stated he has called the pool table company for information on moving the pool table. He will follow through. There are still large items such as the compressor and generator that need to be moved as well. Tom Herman inquired if there is a schedule on the construction as far as a start date. Chief Wilkes stated not as of yet but hoping soon. Tom Herman asked of the City of Willits have reviewed the plans. Chief Wilkes replied there is no one at the City of Willits at this time to do so. Cannabis tax discussions have begun with the City of Willits. Chief Wilkes presented an explanation to the city of why we need to be a part of the funds and the involvement with the fire department to justify those funds. The more cannabis facilities there are

will add a higher production, therefore there will be an impact on the department. Tony Madrigal stated the fire department has to sign off all permits and Chief Wilkes is responsible for the signing of the permits. That is a responsibility and a huge liability that needs to be compensated for from the City of Willits. The ad hoc committee will meet shortly to discuss in more detail. Chief Wilkes is hoping to have more information by the next board meeting.

**NEW BUSINESS:** **PRELIMINAR BUDGET:** Chief Wilkes reviewed the preliminary budget with the board. He reminded the board we no longer have rental income from 52 Humboldt and did not add the Prop 172 funds as they have not been confirmed as of yet. The staff removed rust repair in the fund Maintenance of Equipment and the health cost has decreased. Tony Madrigal stated the front tires need to be replaced on the truck and until they are the truck needs to not respond. The staff also removed technology and software. Motion to adopt draft #6 preliminary budget: Tom Herman 1<sup>st</sup>; Skip Lucier 2<sup>nd</sup>.

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

**TRAINING REPORT:** Training Chief Alvarez was not in attendance. Chief Wilkes reported Training Chief Eric Alvarez is at HazMat training in Ukiah. Chief Wilkes reported the department is finishing up on the wild land training series which includes L180 and the PAC test is completed as well. We will be red carded and ready to go for the fire season. This weekend Little Lake and Brooktrails fire will host engine boss class S231 on Saturday and Sunday.

**FIREFIGHTERS' ASSOC. REPORT:** The association is working on the 2019 fundraiser.

**CHIEF'S REPORT:** Chief Wilkes reported the assessment book is due in August to the county. Chief Wilkes will review the assessment book with Tim Hallman at the County of Mendocino. Little Lake Fire was audited for the Delta fire, however we were able to immediately provide all the paperwork needed and the issue was quickly resolved. There were random audits within the county for the Delta fire. Chief Wilkes reported due to the changes within the federal government concerning strike team pay, our firefighters may not respond to federal fires in the future. If volunteers respond from the district there will be no reimbursement therefore we will not ask our volunteers to respond. Tom Herman asked if all agencies were on the same page. Chief Wilkes responded yes they are. Chief Wilkes stated large amounts local government responds to fires therefore it will be a big hit having them not respond. Chief Wilkes reported he has been in contact

with Allison from PG&E regarding public safety power shut offs. Tony Madrigal informed the board that PG&E has to inspect each power line prior to turning back on the power so that will take time. Skip Lucier asked if they shut down in a wind event. Chief Wilkes stated multiple components are considered when a shutdown occurs. Chief Wilkes informed the board there will be a public meeting July 18<sup>th</sup> at 5PM. Chief Wilkes applied for a \$7500.00 grant from PG&E. Chief Wilkes would like to purchase a cascade oxygen system to provide oxygen to the public in power shutdowns. Tom Herman asked about the size of the system. Chief Wilkes stated 4 large bottles. Training Chief Alvarez and Chief Wilkes have been working on abatement. Chief Wilkes has been working with the City of Willits with the abatement enforcement letters. Chief Wilkes announced the ambulance EOA as of June 1<sup>st</sup>, 2019 is down staffed to 12 hours a day. Chief Wilkes stated there was a recent traffic collision when the closest ambulance was in south Ukiah. This is a serious issue and could be life threatening. Proposals for the ambulance service are due September 3<sup>rd</sup>, 2019. Skip Lucier stated it could be over a year before this ambulance issue is fixed. Chief Wilkes agreed. To date the department is at 350 calls and many of the calls are due to ambulance shortages. The burn permits for local response area have been restricted. Burn piles are only allowed in the state response area at this time. Mendocino Air Quality is charging \$17.00 for their permits. With Mendocino Air Quality charging for permits, Chief Wilkes stated he feels they should do their own smoke checks and not inundate our volunteers for call outs.

Meeting adjourned to closed session at 5:54 PM

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Tony Madrigal, President

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Michelle Schnitzius, Secretary/Treasurer

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