



LITTLE LAKE FIRE PROTECTION DISTRICT

1575 Baechtel Rd. Willits, California 95490
(707)459-6271

Chris Wilkes
Fire Chief

MINUTES June 8th, 2021

OPENING: The regular meeting of the Little Lake Fire Protection District Board of Directors was called to order by Tony Madrigal at 5:02 PM.

ROLL CALL: Present: Tony Madrigal, Skip Lucier, Tom Herman, and Nancy Stipe.
Absent: Arnie Mello

SUSPEND MEETING: Meeting suspended 5:03PM to amend agenda for additional item to new business for an emergency order for a storage cabinet for the new Station 54. Motion to add Resolution 2021-6: Tom Herman 1st; Skip Lucier 2nd.

MEETING RESUMED: 5:04PM

MINUTES: Motion to accept the April meeting minutes: Skip Lucier 1st; Nancy Stipe 2nd.

TREASURER'S REPORT: Chief Wilkes reported the Treasurers Report reflects Resolution 2021-5 and 2021-6. Fund 86-1012 is high due to quarterly strike and CSFA membership was paid out in fund 86-2150. Fund 86-4370 includes Resolution 2021-5 and 2021-6. If the resolutions are not approved Michelle will update the Treasurers Report and send back to the board. Chief Wilkes approved Appendix A. Payment Application #7 was paid out as well as a CH&D invoice. The District is still waiting on strike team revenue. The DOS and Gulch Incidents have not been received as of today. Nancy Stipe informed the board she is happy with the budget. Chief Wilkes stated the staff is conservative with the budget. Motion to accept the Treasurers Report based on conditions if approved: Skip Lucier 1st; Tom Herman 2nd. All Ayes.

CORRESPONDENCE/PUBLIC COMMENTS: None



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OLD BUSINESS: **FIREHOUSE:** Chief Wilkes announced the electrical is going in. Wires are currently being pulled in the offices and apparatus bay. National Door should be here next week to work on the Bator Doors. Chief Wilkes stated the inside paint looks good, and the following week staff will do a walk-thru to address the finished concrete work. Chief Wilkes thanked Yokum's Body Shop for their work on the bell and volunteer firefighter Aaron Branscomb for buffing the bell. Chief Wilkes also wanted to recognize John Thomen, Eric Alvarez, and Aaron Branscomb for their work on building a bell yoke. Board President Tony Madrigal donated the redwood, and staff drilled, glued, and handcrafted the yoke.

NEW ENGINE E5469: Chief Wilkes reported to the board that staff is currently awaiting another set of drawings. Tony Madrigal inquired if the staff has a delivery date. Chief Wilkes replied that the staff does not have a delivery date as of yet but hopefully soon.

NEXUS STUDY: Chief Wilkes thanked the City of Willits for putting the Nexus Study on the agenda. The Nexus Study was approved 5-0 on both public hearings. The Nexus Study will be in effect on July 26th, 2021, for projects within the City of Willits. As far as the county, the staff is hopeful that the Nexus Study will soon be on the agenda. Chief Wilkes reported Blair Aas had done a great job keeping staff informed.

NEW BUSINESS: **GRAND OPENING, RIBBON CUTTING CEREMONY AND FUNDRAISER:** Chief Wilkes informed the board the Rotary club is spearheading the grand opening for Station 54. In addition, all service clubs are involved, and the American Legion will host their annual Sept. 11th ceremony.

RESOLUTION 2021-5: Chief Wilkes explained to the board that Resolution 2021-5 is an emergency resolution to contract phone and data wireless access points. Public contractor's code has provisions for emergencies such as this. Findings were all listed for awarding data contracts for Station 54 as soon as possible. Motion to accept Resolution 2021-5; Tom Herman 1st; Skip Lucier 2nd. All Ayes.



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Amended agenda item:

RESOLUTION 2021-6: The designed work benches will not work in the shop. The design did not include lockable cabinets which is imperative for the tools in the shop. Staff removed the workbench and will replace with a lockable storage cabinet. A change order was received to replace the incorrect work bench. Tom Herman inquired about the size that will fit. Chief Wilkes responded 84"X42" tall, lockable cabinet. Tony Madrigal stated the shop needs to have a lockable storage cabinet to protect the tools. Motion to accept Resolution 2021-6; Tom Herman 1st; Nancy Stipe 2nd.

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

TRAINING REPORT: Training Chief Eric Alvarez reported the last drill night was at Brooktrails FD for use of their classroom where they discussed the Emergency Response Guide. Next drill will review ladders, ventilations and there is an EMT recertification coming up as well. Training Chief Alvarez also reported he held a fire extinguisher training class at Willits High School's SCRUBS class. June 26th, 2021, Greg Smith and other fire departments will be getting together for a basic wildland training class. Training Chief Alvarez will be starting the state mandated hotel and motel inspections soon.

FIREFIGHTERS' ASSOC. REPORT: Association President Aaron Branscomb reported the association is getting ready for their fundraiser. Association President Aaron Branscomb met with Jolene from Rotary to see what they may need help with as far as the grand opening.

CHIEF'S REPORT: Chief Wilkes is working with the City of Willits on the Emergency Response Flood Plan. The plan is a joint effort with the City of Willits to ensure the incident command center runs more efficiently if a significant event were to occur. Chief Wilkes informed the board the County of Mendocino contacted him regarding renaming the Mariposa Creek area. The renaming is not popular with the residents, but firefighters cannot find incidents with the current roads and mapping. The firefighters and ambulance have received complaints that the response takes too long, but



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Chief Wilkes stated the addresses are not transparent, do not make sense, and are difficult to find in emergencies. Chief Wilkes also noted that many fire departments that were assisting during the fires could not understand where they needed to go. Tom Herman informed Chief Wilkes Pine Mountain Fire Safe Council will also help with roads and mapping. Chief Wilkes replied he would contact them as the names of the roads need to be more efficient.

Regular meeting adjourned: Nancy Stipe 1st; Skip Lucier 2nd. 6:21 PM

Tony Madrigal, President

Michelle Schnitzius, Secretary/Treasurer

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