



LITTLE LAKE FIRE PROTECTION DISTRICT



74 E Commercial Street
Willits, California 95490
(707)459-6271

MINUTES

August 13th, 2024

- OPENING:** Tony Madrigal called the regular meeting of the Little Lake Fire Protection District Board of Directors to order at 5:04 PM.
- ROLL CALL:** Present: Arnie Mello, Skip Lucier, Tony Madrigal and Tom Herman
Absent: Nancy Stipe
- MINUTES:** Motion to accept the July 9th, 2024 minutes: Skip Lucier 1st; Arnie Mello 2nd.
- TREASURER'S REPORT:** Motion to accept the August Treasurer's Report: Arnie Mello 1st; Skip Lucier 2nd.
- CORRESPONDENCE/PUBLIC COMMENTS:** Michelle reported she received a very nice thank you card and drawing thanking firefighters in our community. Max Meyer wanted to follow through with his abatement issue with his neighbor. Max contacted Mendocino Fire Safe Council, and they came to look at the property. He is still waiting for results as no one has returned to abate. Max feels he is in a fire trap; something needs to be done as soon as possible, and no one is helping him in the county. Chief Alvarez said he would follow through with the Mendocino Fire Safe Council.
- OLD BUSINESS:** **FEE SCHEDULE:** Chief Eric Alvarez reported staff received a quote from Matrix Consulting Group for \$20,000.00 for a study to increase the fee schedule. Chief Alvarez stated he was going to research additional quotes. Arnie Mello asked if a study is necessary to update the fee schedule. Chief Alvarez replied that it needed to justify the fee increase. Tom Herman asked if it was an annual study or if it could be made into a five-year study. This is based on AB219, where agencies have to prove costs. Skip Lucier asked about the annual fees we collect. Tony Madrigal replied that Michelle Schnitzius could get those



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numbers. Skip Lucier asked if people pay when they get an invoice. Chief Alvarez replied, yes, almost always.

INTERWEST: Chief Alvarez received the correct contract from Interwest, signed it, and sent it back. Tom Herman stated he was happy with the contract.

NEW BUSINESS: **CFF GRANT:** Staff applied for a grant to assist with fire shelters, gloves, and helmet shrouds. Little Lake was awarded \$8,671.40 for the grant and is waiting to hear how to proceed.

BILLS: Motion to pay bills: Tom Herman 1st; Arnie Mello 2nd.

TRAINING REPORT: Chief Alvarez reported that the July 23rd drill was held at Brooktrails Fire for drafting operations, pulling water from a simulated pond and a large swimming pool. Firefighters reviewed how to draw water, which is handy when no hydrants are available. August 6th will be a drill on road safety. Traffic control is an extremely dangerous position to be in on fire calls. Our firefighters have been hit and have had many close calls. EMT recertification will be on August 7th, and radio etiquette will be on August 27th. There were 99 calls in July.

FIREFIGHTERS' ASSOC. REPORT: Aaron Branscomb reported two new firefighters and three more who have turned in applications. The association fundraiser was a success. There was a good turnout, and Harry built an obstacle course for the kids, which was also a hit. Next year, the association will go to businesses and hand out flyers. Harvest Moon will be in September, and volunteers will assist with road closures and Muster Truck rides.

CHIEF'S REPORT: Chief Alvarez reported that we have new volunteers and a few pending. Every volunteer department struggles for volunteers, and Chief Alvarez commends the volunteers for their dedication and hard work. Water



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Tender 5493 has been on the Pepperwood, Mina, and Bluenose Incidents, all in Covelo. Deputy Chief Thomen had a solo pre-position, and then Deputy Chief Thomen and Engine 5469 were sent to the Sites Fire. After the Sites fire, they were called to the Parks fire, which, as of today, is the 4th largest fire in California history. Chief Alvarez informed us that the staff is still working on pre-planning. Pre-planning includes gate codes for entrance and fire-fill signs for water sources. There have been two fires recently, one behind Safeway and one behind Senior Center. These fire calls were also used to pre-plan future calls. Pictures were taken and will be used for evacuation and engine placement. The Willits Police Department also assisted with the fires. Deputy Chief John Thomen's new duty rig has an evacuation warning system in different languages as well as a Hi/Low siren for evacuations. Chief Alvarez wanted to remind residents to post address signs and to please cut grass in the early morning or late in the evening. Tom Herman asked if staff pre-planned residential areas. Chief Alvarez responded that it was just business at this time. Chief Alvarez also added that residents should let their local fire departments know if they have a water fill.

The meeting adjourned at 6:01 PM.

[Tony Madrigal](#)

Tony Madrigal, Chairman

Michelle Schnitzius

Michelle Schnitzius, Secretary/Treasurer

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