



LITTLE LAKE FIRE PROTECTION DISTRICT



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

William Carter
Fire Chief

MINUTES

August 9th, 2022

- OPENING:** The regular meeting of the Little Lake Fire Protection District Board of Directors was called to order by Tony Madrigal at 5:01 PM.
- ROLL CALL:** Present: Tony Madrigal, Nancy Stipe, Skip Lucier and Arnie Mello
Absent: Tom Herman
- SUSPENDED:** 5:03PM. Meeting was suspended for Firefighter Oath. Jeff Donaldson was sworn in as the new Training Officer. Harry So, Deana Rutledge, Dion Beckmann, Aaron Branscomb and Samantha Sundvold were sworn in as firefighters.
- Meeting Resumed: 5:13PM
- MINUTES:** Motion to accept the July Minutes: Skip Lucier 1st; Nancy Stipe 2nd.
- TREASURER'S REPORT:** Motion to accept the August Treasurers Report: Arnie Mello 1st; Skip Lucier 2nd.
- CORRESPONDENCE/PUBLIC COMMENTS:** Tony Madrigal thanked Baechtel Creek Medical Clinic for the department's physicals and reimbursement check for past physicals as a donation.
- OLD BUSINESS:** **FIREHOUSE:** Chief Carter stated he had a list of repairs that still need to be completed. The roofing company arrived and replaced the cap which will fix the leak issue. The north main door still sticks and there is a delay in hot water. Tony Madrigal stated Dennis and Fred are working on it. Chief Carter also reported the door from the Association Room to the Day Room does not stay open and needs to be fixed. The rain gutters need to be resealed and the fan in the dayroom



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is making noises. An updated list will be sent to ACGC.

FIREFIGHTER POSITION: Chief Carter welcomed Jeff Donaldson as the District's new Training Officer.

FEE SCHEDULE: Chief Carter completed the fee schedule and aligned it with the County of Mendocino's local agreement. A public hearing notice was posted in the newspaper three times and on the door. Tony Madrigal opened the Public Hearing for Resolution 22-1/Ordinance 89-1. Nancy Stipe motioned to waive the first reading. No public comment. Nancy Stipe 1st; Arnie Mello 2nd. The second reading will be on September 13th, 2022.

NEW BUSINESS: **ON-SITE FUEL TANK:** Chief Carter and Deputy Chief Thomen are looking into a 500-gallon diesel tank for Station 541. Chief Carter contacted Persico Fuels for a quote for the tank. Chief Carter would also like to look into a canopy to protect the tank. Skip Lucier inquired if the District should look into a bigger tank. Chief Carter stated that the location and space limit the tank size. There will need to be a 10ft. setback, and the District will lock it. Tony Madrigal added this fuel tank would allow the firetrucks to get fuel during the power shut-offs. Motion to approve the fuel tank: Skip Lucier 1st; Arnie Mello 2nd.

BILLS: Motion to pay bills: Nancy Stipe 1st; Skip Lucier 2nd.

TRAINING REPORT: Training Chief Alvarez thanked Arnie Mello for allowing usage of the old hospital. The firefighters used the old hospital for the last few training drills. The firefighters used a fog machine and thermal imaging camera on one drill night. The other exercise consisted of a hose lay and a mayday drill where a firefighter staged in a room, and the firefighters had to utilize rescue and dragging techniques. Training Chief Alvarez announced that Jeff Donaldson, Deana Rutledge, and Samantha Sundvold recently started EMT training at Mendocino College. Recently Training Chief Alvarez taught fire extinguisher training at the Willits Charter School.



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FIREFIGHTERS' ASSOC. REPORT: President Aaron Branscomb announced the Association entered in the Senior Center Chili Cook-off.

CHIEF'S REPORT: Chief Carter announced there were 38 calls in July. The bid opening will be tomorrow at 2 PM for the Baechtel Road Apron Project. Once the bids are open, they will be subject to review. Chief Carter also reported there is a new tax measure labeled Measure P. Chief Carter will research the tax measure for more information for the next board meeting. FlowMSP is up and running. Finally, Chief Carter reported that Lexipol Policies are released every Monday for firefighters to review and accept.

SUSPEND TO CLOSED: 6:03 PM

Closed session adjourned: 6:20 PM
Meeting Adjourned: 6:23 PM

Tony Madrigal

Tony Madrigal, President

Michelle Schnitzius

Michelle Schnitzius, Secretary/Treasurer

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Closed Session:

No reportable actions