

MINUTES

Special Meeting of the Board
November 7th, 5:00PM, City of Willits

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

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

CORRESPONDENCE/PUBLIC COMMENTS: None

TOPIC: **MEASURE J:** Chief Wilkes discussed the election. Final results should be in by November 21st per the County of Mendocino. Chief Wilkes and Cici Weniger both agreed on a thank you letter to post on the Measure J page as well as the local newspapers. Chief Wilkes spoke with our consultant Lori Adams about what would be needed next. Lori Adams informed the Chief we need to complete our feasibility paperwork which will be the last item for the USDA loan. Chief Wilkes informed the board we have been moving turnouts and miscellaneous boxes to the other station. Tom Herman asked when the bidding process will start. Chief Wilkes replied he is hoping for February. Chief Wilkes would like to move over to the other station in January. We will be purchasing 2 containers that are 20 feet long to store our supplies and documents. Chief Wilkes would like to put up a temporary structure which will be 20x60 to house a few engines. The structures will offer protection from the weather. Nancy Stipe asked if we could use the property where the helipad is located. Tony Madrigal replied as of now the property owner is not willing to let it go. Tom Herman inquired where the funds would come from if we were to house the engines in the building; Chief Wilkes informed the board the funds would come out of relocation with USDA. Tom Herman asked Chief Wilkes to verify with Lori if the funds can be reimbursed through USDA. Chief Wilkes stated he would contact Lori. Arnie Mello

suggested Lori may have other ideas as well. Chief will also contact county counsel regarding

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the structure to see if it would be a public work project. Arnie Mello asked if a breakdown of relocation cost will be provided. Chief Wilkes informed the board a breakdown will be provided when available. Arnie Mello inquired if someone wanted to donate the project would they be able to. Chief Wilkes replied “yes” as long as the District is not paying the donor back with tax dollars. Skip Lucier asked if we sent out request for 3 bids on the building. Chief Wilkes stated requests were sent out but only 1 bid came back. Tom Herman wants verification from county counsel what can be donated and what cannot be donated. Chief Wilkes stated this is a temporary building. If this is a public works project then we might as well get a permanent structure. Cici Weginer informed the board that contractors can donate but will have to pay employees prevailing wage. Chief Wilkes replied maybe we should not put a building up at all if it will be too costly with all of the requirements. He is concerned about the engines being outside. Nancy Stipe asked if we could respond out of a rental facility. Chief Wilkes stated if the owner allows us 24 hours access and so far after researching he has not found an owner that is willing to work with our needs.

RESOLUTION 2018-18: Gateway Gymnastics has requested the funds donated to the department be transferred to the Measure J fund. Motion to approve Resolution 2018-18: Nancy Stipe 1st; Arnie Mello 2nd.

BILLS: Motion to accept bills: Tom Herman 1st; Skip Lucier 2nd.

Meeting adjourned to closed session: 5:53PM

Out of closed session: 6:30PM

Meeting adjourned: 6:32PM

Tony Madrigal, Chairman

Michelle Schnitzius, Secretary/Treasurer

Report out of closed session: Discussed potential contracts