



LITTLE LAKE FIRE PROTECTION DISTRICT



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

MINUTES

April 9th, 2024

- OPENING:** Tony Madrigal called the regular meeting of the Little Lake Fire Protection District Board of Directors at 4:02 PM to order.
- ROLL CALL:** Present: Arnie Mello, Nancy Stipe, Tony Madrigal, Skip Lucier and Tom Herman
- MEETING SUSPENDED:** Regular meeting suspended at 4:16PM for the Weist Law Firm presentation regarding CalPERS unfunded liability. The Weist Law Firm recommended education and communication, develop a strategic financial plan and pension liability management plan. The Board of Directors recommended an action item at the next board meeting in May.
- RESUMED:** 5:20PM
- MINUTES:** Motion to accept the March minutes: Skip Lucier, 1st, Arnie Mello 2nd.
- TREASURER'S REPORT:** Motion to accept the April's Treasurer's Report: Tom Herman 1st, Nancy Stipe 2nd.
- CORRESPONDENCE/PUBLIC COMMENTS:** Michelle Schnitzius reported Willits Elementary Charter School dropped off thank you cards. Michelle passed them around the board meeting.
- OLD BUSINESS:** **FIREHOUSE:** Michelle Schntizius reported staff fixed the association door as ACGC Construction has not shown up to fix the issue. The plumber should be back in the next week or two to fix the outside leak.
- NEW ENGINE 5469:** Deputy Chief John Thomen was not in



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attendance. Tony Madrigal reported Engine 5469 is close to being in service.

AFG GRANT- No update.

FEE SCHEDULE: Tony Madrigal reported Division Chief Alvarez is still working on updates.

NEW BUSINESS: **INSURANCE RENEWAL:** Michelle Schnitzius informed the board the property insurance for the District increased about \$20,000.00 due to the area we live in even though the department in the City of Willits. The Districts insurance agent stated the coverage in California, especially the 95490 area code is difficult to get and expensive.

NOVEMBER 2024 ELECTIONS: Michelle Schnitzius announced Arnie Mello, Nancy Stipe and Tony Madrigal will be up for election in November and information will be sent out in June.

WEIST LAW: Please see suspended meeting. Tom Herman recommended to staff for ACTION item at the May 2024 meeting.

BILLS: Motion to pay bills: Tom Herman 1st, Skip Lucier 2nd.

TRAINING REPORT: Training Officer Jeff Donaldson was not in attendance. Michelle Schnitzius reported as a group the volunteers have completed 418 hours of training to date. Five members attended the S290 Fire Marshal class on fire weather behavior in Ukiah this last month. The last two regular drills consisted of wildland fire stations and Howard Forest dispatch question and answers. Little Lake Fire is hosting two classes this coming Saturday. The AM class will be radio etiquette and the second class will be out of county strike team and both classes are open county wide. Saturday April 20th, 2024, Little Lake Fire will be hosting the burn room out at Station 541 on Baechtel Rd. The drill on April 23rd, 2024, will be over the bank on Highway 20 at the top of 7 mile hill. ICS 300 class is offered on May 6th, 7th and 8th in Santa Rosa. USAR training is



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still in the works on May 19th, 2024 at Station 541.

FIRE MARSHAL: Division Chief Eric Alvarez was not in attendance. Tony Madrigal stated that Eric is working hard on business licenses and site plans. Tom Herman and Fire Marshal Alvarez are working with Streamline, a third-party company, for more extensive plan checks. Tony Madrigal added that having a retainer for an engineer company for larger projects is essential. Tony Madrigal added Fire Marshal/Division Chief Eric Alvarez is doing great work.

FIREFIGHTERS' ASSOC. REPORT: Association President Aaron Branscomb was not in attendance. Michelle Schnitzius announced the Association Poker Fundraiser will be April 27th, 2024 at Sparetime Supply. Sign-ups are at 4PM.

CHIEF'S REPORT: Deputy Chief John Thomen was not in attendance. Michelle Schnitzius reported there were 71 calls in March and in April alone so far as of the 9th of April there are 29 calls. The firefighters have been extremely busy. Tony Madrigal reported there were 2 structure fires and a major accident as part of the calls. Tony Madrigal added that it is difficult for medical calls when there is no signage for addresses. Time is of the essence and imperative addresses are posted. Tony Madrigal also added Deputy Chief John Thomen is working hard and has dedicated many hours to Engine 5469 getting the engine ready for service.

The regular meeting adjourned at 5:52 PM.

Tony Madrigal

Tony Madrigal, Chairman

Michelle Schnitzius

Michelle Schnitzius, Secretary/Treasurer

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