



LITTLE LAKE FIRE DISTRICT



74 E. Commercial St. • Willits, California 95490
(707)459-6271 • Fax (707)459-7898

Chris Wilkes
Fire Chief

MINUTES

August 11th, 2020

- OPENING:** The regular meeting of the Little Lake Fire Protection District Board of Directors was called to order by Skip Lucier at 5:00PM.
- ROLL CALL:** Present: Tom Herman, Skip Lucier, Nancy Stipe and Arnie Mello
Absent: Tony Madrigal
- MINUTES:** The minutes for the July 7th, 2020 special meeting were reviewed and accepted. Motion to accept the special meeting minutes: Nancy Stipe 1st; Tom Herman 2nd. The minutes for the July 14th, 2020 were reviewed and accepted. Motion to accept the minutes: Arnie Mello 1st; Skip Lucier 2nd.
- TREASURER'S REPORT:** Chief Wilkes informed the board a firehouse payment was made on the new Station 54, Deputy Chief Thomen ordered additional pagers, and duty shirts were purchased. Tom Herman asked what Appendix A was. Chief Wilkes replied it is a running tally of the firehouse budget. Tom Herman asked if the architect will account for the actual firehouse costs, Chief Wilkes replied yes. Motion to accept the Treasurer's Report: Tom Herman 1st; Nancy Stipe 2nd.
- CORRESPONDENCE/PUBLIC COMMENTS:** None
- OLD BUSINESS:** **FIREHOUSE:** Chief Wilkes informed the board preliminary notices from vendors have been arriving at the firehouse. Michelle Schnitzius forwards each note received to Fred Russell and Lori Adams for review. The contractor, ACGC, is currently working on the sidewalks. We are ahead of schedule, but that could change at any time. Skip Lucier asked if the architect designs the metal footings for the building. Chief Wilkes believes the building manufacturer submits the drawings for the footings. Our building is built to the property line, so specific footings are needed. Chief Wilkes also informed the board concrete would replace the asphalt in the parking lot. Fred Russell noticed the asphalt does not hold up well in Willits. Chief Wilkes signed an AT&T agreement and is currently waiting for them to remove the pole on the corner of Humboldt St. and Commercial St.



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NEXUS STUDY: Blaire Aas has sent multiple emails to the County of Mendocino and City of Willits for requests to be on the agenda with no response from either in return. John Haschak offered to help if needed.

ORDINANCE 2020-1: As of August 2nd, 2020 the California Fire Code has been adopted after the public hearing process and both submissions to the County of Mendocino resulted in no comment.

NEW BUSINESS: None

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

TRAINING REPORT: Training Chief Eric Alvarez announced red carding for wildland training had been completed. Recently the firefighters completed over the bank rescue training, and he is hoping the August drill will be auto extrication and safety awareness with the new cutters.

FIREFIGHTERS' ASSOC. REPORT: Aaron Branscomb reported at the last meeting 2 new firefighters were voted in and one new application has been dropped off. There will not be a fundraiser this year due to COVID and the Top 10 gifts will be handed out at the next association meeting.

CHIEF'S REPORT: Chief Wilkes reported to the board the preliminary budget is conservative due to revenues not confirmed at this time. We will be receiving a check from the City of Willits for Measure I. Tom Herman inquired if the payment will be on the revenue page in the current preliminary budget. Chief Wilkes replied the Measure I revenue is not on the preliminary budget yet but will be added before the final adoption when the payment is received. Quinn Donovan has been hopeful that we will be receiving a grant from USDA. This grant is a 45/55 grant, and we have added appliances for the new firehouse to this grant. This grant will save the taxpayers and district approximately \$125,000.00. Recently the staff built a new mezzanine for storage of items for the new firehouse. When the new firehouse is completed, the mezzanine will be a work area for engine maintenance. Chief Wilkes informed the board weed abatement is again an issue. Every year the staff receives calls from concerned neighbors about adjacent properties. Chief Wilkes provided a Google map of a problematic parcel for an example to the board for reference. The County



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of Mendocino does not have a weed abatement ordinance, therefore difficult to enforce. Chief Wilkes contacted the landowner, and the landowner will abate the property, but legally he does not have to as his parcel is in the county. Very often, cases like this become neighbor disputes. Nancy Stipe asked if the county sends out notices; Chief Wilkes replied they do not and feels neighbors need to work together to resolve these issues. John Hashcak thanked the Chief for his explanations, and John stated the county is working on an abatement ordinance. Chief Wilkes informed the board we had 71 calls in July; even with COVID, this is a record-breaker. Caltrans is working on a first responder sign on Highway 101. Caltrans will allow first responders to turn on the sign for life safety along the freeway when there are accidents. Chief Wilkes stated the department has been busy with fires. There have been three Assistant by Hires; the Condor Incident, Logan Incident, and the Mina Incident. There have also been multiple strike team deployments; the Badger, Hog, Apple, and Stagecoach Incidents. Chief Wilkes asked the board if they would like laptops issued to them for the Zoom meetings. The consensus from the panel was no; they do not feel laptops are needed. John Haschak thanked Chief Wilkes for the updates and he is happy with Caltrans for putting up the signs for firefighter safety.

Motion to adjourned 6:03 PM

Motion to adjourn: Tom Herman 1st; Nancy Stipe 2nd.

Tony Madrigal, President

Michelle Schnitzius, Secretary/Treasurer

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