



LITTLE LAKE FIRE PROTECTION DISTRICT



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

William Carter
Fire Chief

MINUTES

July 11th, 2023

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: Nancy Stipe, Arnie Mello, Tony Madrigal, Tom Herman and Skip Lucier.

MINUTES: Motion to accept the June 13th, 2023 minutes: Tom Herman 1st, Skip Lucier 2nd.

TREASURER'S REPORT: Motion to accept the July Treasurer's Report: Arnie Mello 1st, Nancy Stipe 2nd.

CORRESPONDENCE/PUBLIC COMMENTS: NONE

OLD BUSINESS: **FIREHOUSE:** Michelle Schnitzius updated the board about the gate and side gate. Michelle Schnitzius called Mendo Metals to look at the gate entrance. The automatic gate had a battery issue, and Mendo Metals worked on the side gate. The side gate still needs to be fixed as it could not be repaired. Michelle Schnitzius will contact Marty again.

NEW ENGINE 5469: Deputy Chief Thomen announced that the new engine has arrived and will take six weeks to outfit with equipment and training. Nancy Stipe asked what will happen with the current 5469 engine. Deputy Chief Thomen replied that the engine would return to the forest service.

USDA EQUIPMENT GRANT: Michelle Schnitzius reported to the board that Reef from USDA came to the station today to finalize the Type 6 and Engine 5469.



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SOLAR FUNDING: Michelle Schnitzius read an email regarding the solar project. The email stated that solar was finalized and waiting for permission to operate.

NEW BUSINESS:

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

TRAINING REPORT: Training Officer Jeff Donaldson informed the board that the fire department had an excellent turnout for the 4th of July water fights. The next drill will be reviewing radio etiquette. Training Officer Donaldson also stated there will be an S290 class that will be offered in Lakeport, but it will be during the day, so it will be tough for volunteers to attend. Tomorrow night will be a joint task force at the High School for drill night. This will be an active shooter drill with the Police Department.

FIRE MARSHAL: Fire Marshal Eric Alvarez announced that the hotels and motel inspections had been completed, and one school was left. Fire Marshal Alvarez met with the City of Willits the day before, discussing the use of the new iWorqs program for plan checks. This program should make it easier for the public to pay fees to the city at one time instead of multiple places. Fire Marshal Alvarez also spoke to the City of Willits about his concern with vacant buildings and annual joint inspections for safety. The City of Willits and Fire Marshal Alvarez will start inspecting buildings together so everyone will be on the same page.

FIREFIGHTERS' ASSOC. REPORT: Association president Aaron Branscomb announced that the 4th of July was a great success with the parade, and the fire department also helped with the Hometown Celebration. The volunteers helped with standby for the JR. Rodeo, the 3rd and 4th of July rodeo, and drove the parade's engines.

CHIEF'S REPORT: Deputy Chief Thomen informed the board there were 38 calls in June. Due to previous repairs, the ladder truck will have an annual inspection



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soon and will have to carry over to the current budget season. A few last items need to be added to Brush Truck 5461, which will go into service. UTV has been outfitted and will start training on it soon. The Chiefs meeting will be tomorrow in Fort Bragg, and John will be in attendance.

The regular meeting adjourned at 5:25 PM to a closed session.

Closed session meeting adjourned: 6:15 PM

Tony Madrigal

Tony Madrigal, Chairman

Michelle Schnitzius

Michelle Schnitzius, Secretary/Treasurer

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Report out:

Update on a personnel issue