



# LITTLE LAKE FIRE DISTRICT



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

Chris Wilkes  
*Fire Chief*

## MINUTES September 8<sup>th</sup>, 2020

- OPENING:** The regular meeting of the Little Lake Fire Protection District Board of Directors was called to order by Tony Madrigal at 5:00PM.
- ROLL CALL:** Present: Tony Madrigal, Skip Lucier, Nancy Stipe and Arnie Mello  
Absent: Tom Herman
- MINUTES:** The minutes for the August 11<sup>th</sup>, 2020 meeting were reviewed and accepted. Skip Lucier corrected the minutes stating he started the meeting as Tony Madrigal was absent. Michelle Schnitzius will amend the minutes. Motion to accept the meeting minutes: Nancy Stipe 1<sup>st</sup>; Skip Lucier 2<sup>nd</sup>.
- TREASURER'S REPORT:** Chief Wilkes reviewed the Treasure's Report. Chief Wilkes explained that strike team was paid out for the Condor, Logan, Mina and Red Incidents. Currently the district is waiting on the Badger, Hog, Apple Stagecoach, CZU Lightening and Lake Incidents. Motion to accept the Treasurer's Report: Skip Lucier 1st; Nancy Stipe 2nd.
- CORRESPONDENCE/PUBLIC COMMENTS:** Chief Wilkes announced that LAFCO is looking for commissioners. Chief Wilkes stated if anyone on the board is interested please let the staff know. There was an incident recently that required extrication on HWY 162. The next morning REHIT had to tap the tank and pump the fuel from the accident. Training Chief Eric Alvarez responded to the request and assisted with pumping the fuel. Will Nalty from Hazmat, emailed the Chief and expressed his gratitude for Eric's help. We also received a call from Calfire, commending Little Lake Fire Department for their hard work extricating the passenger. No public comment.
- OLD BUSINESS:** **FIREHOUSE:** Smoke has been bad due to the current fires so difficult to work on the firehouse. Highway101 is also shut down therefore making it difficult for workers to drive to Willits. The sewer is still being discussed and footings are in place. Chief Wilkes stated everything is coming together but is a slow process. Nancy and Michelle have been discussing the bell plaque and should be finished soon. There has been an issue



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Minutes September 8<sup>th</sup>, 2020  
Page 2

getting concrete as there is a shortage of the cement powder due to COVID. The staff will be meeting with two furniture companies on the 16<sup>th</sup> of September to discuss options for the new firehouse.

**NEXUS STUDY:** Chief Wilkes informed the board the Nexus Study is at the City of Willits and County Counsel for review. John Haschak added he foresees a smooth sailing at the county.

**NEW BUSINESS:** **2020-2021 FINAL BUDGET:** Chief Wilkes reviewed the projected final budget with the board. On page 2, NFPA turnouts, helmets and miscellaneous gear were added. On page 3, the roof repair for a small leak was added. Deputy Chief Thomen and Chief Wilkes attempted to fix the leak to save money but were not able to locate the leak. On page 6, a folding chalk block, hand tools and 3 Bendix radios were added. New radios are a must have for the wildland engines. The staff would like to start adding a few radios as we go to replace the old ones. Arnie Mello asked if they are mobile or handheld and Chief Wilkes replied handheld. Tony Madrigal added we will be using the handhelds in the future. Prop 172 and Measure I was added to revenue. Nancy Stipe asked if costs will change for janitorial for the new firehouse. Chief Wilkes replied he thought so but not sure what it will be for the budget. Motion to adopt the final budget: Nancy Stipe 1<sup>st</sup>; Skip Lucier 2<sup>nd</sup>. All Ayes.

**BILLS:** Motion to pay bills: Skip Lucier 1<sup>st</sup>; Nancy Stipe 2<sup>nd</sup>.

**TRAINING REPORT:** Training Chief Eric Alvarez was not present due to the Oak Fire. Chief Wilkes reported the last drill was cutting up cars and drilling the fuel tank.

**FIREFIGHTERS' ASSOC. REPORT:** Aaron Branscomb was not present.

**CHIEF'S REPORT:** Chief Wilkes reported the Oak Incident is currently at 1,000 acres. The fire is pushing into Ryan Creek subdivision. A few structures were lost. Chief Wilkes wanted to commend the Sheriff's Office and Police Department on their hard work with evacuations. Chief Wilkes also praised our firefighters for their response with the current fires, vehicle accidents, and medical calls. Chief Wilkes reported there is a hang-up with the USDA grant. Because the IRS cannot fit the entire district official



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Minutes September 8<sup>th</sup>, 2020  
Page 3

name, our official entity name does not match the USDA information. The IRS is missing the "ct" off of the district and cannot be changed. Therefore, since the district name cannot match the IRS, the grant is held up. Unfortunately, this is out of the district's control, but the staff has worked many hours with Quinn Donovan from USDA to resolve this issue. Chief Wilkes is hopeful Quinn can help fix this issue.

Motion to adjourned 5:41PM

\_\_\_\_\_  
Tony Madrigal, President

\_\_\_\_\_  
Michelle Schnitzius, Secretary/Treasurer

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