



LITTLE LAKE FIRE PROTECTION DISTRICT



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

MINUTES

February 13th, 2024

- 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: Arnie Mello, Nancy Stipe, Tony Madrigal, and Skip Lucier. Absent: Tom Herman
- MINUTES:** Motion to accept the January 9th minutes: Skip Lucier, 1st, Nancy Stipe, 2nd. Skip Lucier suggested an amendment to Brian Amaral's misspelling.
- TREASURER'S REPORT:** Motion to accept the February Treasurer's Report: Arnie Mello 1st and Skip Lucier 2nd.
- CORRESPONDENCE/PUBLIC COMMENTS:** None
- OLD BUSINESS:**
- FIREHOUSE:** Michelle Schnitzius informed the board there is no update. A local electric company fixed the dorm bathroom lighting.
 - NEW ENGINE 5469:** Deputy Chief John Thomen informed the board he is still outfitting the new engine.
 - AFG GRANT-** Michelle Schnitzius reported no update. All documents needed have been sent.
 - FEE SCHEDULE:** Fire Marshal Eric Alvarez stated he is still working on the fee schedule. Fire Marshal Eric Alvarez has received fee schedules from other departments that he is still reviewing. Fire Marshal Eric Alvarez explained that additional fees should be added for operational inspections such as Carnivals and construction inspections, which take time and repeat visits.



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Currently, we charge for very few inspections and permits, and we have not recouped costs for these inspections. Skip Lucier asked if Eric inspects every commercial kitchen. Fire Marshal Eric Alvarez responded that the contractors should forward the information to the fire department. The owners are responsible for their yearly inspections.

NEW BUSINESS: **NONE.**

BILLS: Motion to pay bills: Nancy Stipe 1st, Skip Lucier 2nd.

TRAINING REPORT: Training Officer Jeff Donaldson was not in attendance. Deputy Chief John Thomen reported five firefighters attended the swift water training class. CPR and First Aid have been completed; the last drill was the classroom portion of auto extrication. The next drill will be at the wrecking yard.

FIRE MARSHAL: Division Chief Eric Alvarez is working on some projects with Davey at the City of Willits. Solar plans and business licenses are increasing.

FIREFIGHTERS' ASSOC. REPORT: Association President Aaron Branscomb announced a new firefighter application arrived today. Eddies 116th Birthday parade was a success with duty rig 5402, 5400, Engine 5468, and Engine 5430. ABC News interviewed firefighter Harry So. Willits Wild Bunch donated to the association. The top ten dinner will be February 17th, and all board members welcomed.

CHIEF'S REPORT: Deputy Chief John Thomen reported the department had 69 calls in January. One fire call was on Eastside Rd., and the fire was in a large barn. Mutual Aid was provided by Ridgewood Ranch, Brooktrails Fire, CalFIRE, and two water tenders from Laytonville and Redwood Valley. The mutual aid system is precious for our area. Several vehicles and an RV were saved next to the fire. Nancy Stipe inquired how long the firefighters stayed out on the call. Deputy Chief Thomen replied from 7 PM- 3:30 AM. Michelle sent thank you cards to our mutual aid partners for their assistance. Deputy Chief Thomen also reported that our fire department had a great turnout. Deputy Chief Thomen informed the



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board that he could not get flyers out for Engine 5482 or our 4000-gallon water tender. Deputy Chief Thomen will have them ready by the following Chief's meeting in March. The registration has been completed for the brush truck, and in his 30 years of doing DMV paperwork, Deputy Chief Thomen has never had so many issues.

The regular meeting adjourned to a closed session at 5:37 PM.

Closed session meeting adjourned: 5:46PM

Tony Madrigal

Tony Madrigal, Chairman

Michelle Schnitzius

Michelle Schnitzius, Secretary/Treasurer

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Report out:

***Chief position discussed. The Division Chief is interested
in promoting to Chief.***