



Long Valley Fire Protection District  
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## MINUTES OF REGULAR MEETING ON AUGUST 13, 2014

Date: Wednesday, August 13, 2014  
Time: 7:00 p.m.  
Location: Long Valley Fire Station, 3605 Crowley Lake Drive, Crowley Lake, CA

Members Present: Beveridge, Brown, Day, Rutkowski, and Shaw  
Members Absent: None  
Others Present: Secretary/Administrative Assistant Grossblatt; Volunteer Nathan Phillips; Volunteer Carlene Millan  
Others Absent: Chief Maniaci

1. Call to order, roll call, and announcements. Commissioner Brown requested that an emergency item regarding the siren be added to tonight's agenda.
2. Opportunity for public to address the Board on non-agendized items. None.
3. Approval of the minutes of the July 9, 2014 regular meeting. A MOTION WAS MADE BY RUTKOWSKI, SECONDED BY BEVERIDGE, TO APPROVE THE MINUTES OF THE JULY 9, 2014 REGULAR MEETING. MOTION PASSED 5-0.
4. Discuss the upcoming 40<sup>th</sup> Anniversary of the Long Valley Fire Protection District. Carlene Millan and Nathan Phillips discussed plans for the 40<sup>th</sup> anniversary of the District. As it happens, the anniversary coincides with "National Fire Prevention" week in October. Some of the events during that week may include a pancake breakfast and/or dinner barbeque/movie night along with some training seminars that are open to the public. In commemoration of the anniversary, the volunteers proposed that lightweight jackets be purchased for all volunteers and commissioners. The jackets would cost roughly \$60 per jacket. On behalf of the volunteer association, Ms. Millan asked that the Board consider contributing towards the purchase of the jackets. Commissioner Brown indicated that he was fine with the Board paying for the jackets and the volunteers paying for any ancillary/embroidery costs. Finally, Nathan Phillips mentioned that he was approached by Chief Maniaci about doing electrical/lighting upgrades to the fire station. The estimated cost of this effort is roughly \$1,100. After a brief discussion, the Board determined that soliciting bids for this project was unnecessary given it was under the threshold amount. A MOTION WAS MADE BY BROWN, SECONDED BY DAY, TO

PURCHASE COMMEMORATIVE JACKETS FOR THE DISTRICT'S 40<sup>TH</sup> ANNIVERSARY. THE JACKETS WILL BE PAID OUT OF THE 2014/15 BUDGET (MONIES MAY BE MOVED AROUND AS NECESSARY), NOT TO EXCEED \$60 PER JACKET, AND NOT TO EXCEED A TOTAL OF 35 JACKETS. VOLUNTEERS SHALL PAY FOR ANY ADDITIONAL ANCILLARY COSTS, INCLUDING EMBROIDERY, AS NEEDED. MOTION PASSED 5-0.

5. Chief's Report.

A. Volunteer Report. Carlene Millan mentioned that call volume and call duration has been up this summer. She also indicated that many of the medical aide calls are related to local citizens and/or family members. Regarding training, both Ms. Millan and Mr. Phillips mentioned that Joseph Santos has done an excellent job organizing the training for the volunteer staff.

B. Report on Current Fire Department Activities, Assignments and Schedule for potential Board direction. Chief Maniaci sent an e-mail out to the Board on August 12<sup>th</sup> that provided a brief update on several issues. This e-mail will be part of the official minutes.

C. Long Range Planning Discussion.

(a) Personnel. One new volunteer has joined the department.

(b) Airport. The FAA has approved the ALP.

(c) Geothermal. No report.

(d) Maintenance. The internet was down for four days last week. A contractor for Digital 395/Praxis fixed the problem. The front door lock was recently repaired. Secretary Grossblatt mentioned that we should consider replacing the mechanical lock with an electronic lock in the near future (given that the lock is starting to fail again). The Board felt that we should move forward with this effort.

6. Secretary to the Board/Administrative Assistant Report. Secretary Grossblatt briefly mentioned that other than Commissioner Shaw and Commissioner Rutkowski, no one else submitted election paperwork for this coming November. Both Commissioner Shaw and Commissioner Rutkowski briefly addressed the Board. Their confirmation for another term will be done by Board of Supervisors via resolution sometime in November. Mr. Grossblatt also mentioned that John Kokado was somewhat reluctant to accept compensation for his efforts on the website. It was suggested that a gift certificate may be more appropriate. Finally, the plaque for Christina DeGeorge was shown to everyone at the meeting. As a side note, Commissioner Beveridge mentioned that someone told him that the plaque for Vidar Anderson at Convict Lake needed some maintenance. Follow up at the next meeting.

7. Discuss ERAF. Chief Maniaci noted in his e-mail that Leslie Chapman has been busy with County business and, as such, there are no new updates. Mr. Grossblatt noted that Ms. Chapman has lost some staff at the County and has taken on some additional responsibilities as of late. Carry over to the next agenda.

8. Review monthly financial reports and budget. Make changes to budget as necessary. Secretary Grossblatt noted that the District received additional property tax revenues in the amount of \$12,000 that were posted on June 30, 2014 by the County Auditor's office. These revenues were the result of a formula change provided by the State of California and were not monies that were withheld from the first property tax installment back in December 2013. Mr. Grossblatt passed out a final 2013-14 fiscal year end budget/expenditure worksheet. Approximately \$84,000 was carried over to reserves from the 2013/14 budget. Mr. Grossblatt also passed out a 2014/15 budget and expenditure worksheet thru August 13, 2014. After reviewing the expenditure worksheet, no changes were made to the current budget. Finally, Mr. Grossblatt noted that the District pre-paid our propane account with Amerigas in the amount of \$2,500 and that we were paying \$2.97 per gallon.

9. Consideration of moving forward with a new set of bylaws. Carry over to the next agenda.

10. Emergency agenda item - Siren. Per the Government Code Section on emergency agenda items, the Board unanimously agreed and found it necessary that this item be added to the agenda. Commissioner Brown noted again that the siren is currently broken. The Board determined that the siren serves an important and critical function to the volunteers and the community - and - that it needed to be fixed immediately. A lengthy discussion amongst the Board ensued regarding the need for a new electronic siren rather than repairing the existing mechanical siren. It was noted that a "full service" electronic siren was not needed however. It was also suggested that the siren be utilized in conjunction with the pole near the fire station. Various estimates for a new electronic siren were roughly \$6,000. A MOTION WAS MADE BY BROWN, SECONDED BY RUTKOWSKI, TO APPROVE THE INSTALLATION OF A NEW SIREN AT A COST NOT TO EXCEED \$7,000. THE MOTION ALSO AUTHORIZED AN ADDITIONAL \$1,000 FOR THE REMOVAL OF THE EXISTING SIREN INFRASTRUCTURE. THE COSTS OF THE SIREN SHALL BE CHARGED TO THE "COMMUNICATIONS" LINE ITEM. MOTION PASSED 5-0.

11. Consideration of whether to update the existing capital improvement plan. Secretary Grossblatt passed out an updated version of the capital improvement plan for the Board's review. This updated version prioritized various projects based on comments from the Board at the July meeting. Commissioner Rutkowski expressed concern that action be taken on solving both the loader issue and the District's water tender replacement plan. Commissioner Brown noted that the siren replacement should be added as the number one priority on the updated plan. A detailed discussion on the various priorities occurred amongst the Board. A re-prioritized capital improvement plan

incorporating these comments will be finalized and approved at the September meeting. Carry over to the next agenda.

12. Review correspondence received since the last regular meeting. Mr. Grossblatt discussed a letter received from the County Counsel regarding a biennial review of our conflict of interest codes. He will follow up with the County on this matter.

13. Solar modifications. More information is needed from the Mono County program. Carry over to the next agenda

14. New Business. None.

15. Call for Agenda Items for Next Regular Meeting. Consideration of developing bylaws; consideration of updating our CIP plan; ERAF; solar modifications; resolution for John Kokado.

16. Adjournment. A motion was approved to adjourn the meeting and reconvene in regular session on September 10, 2014 at 7:00 p.m. at the Long Valley Fire Station, 3605 Crowley Lake Drive, Crowley Lake, California.

Michael Grossblatt  
Secretary to the Board