



Long Valley Fire Protection District
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MINUTES OF REGULAR MEETING APRIL 12, 2017

Date: Wednesday, April 12, 2017
Time: 7:00 p.m.
Location: Long Valley Fire Station, 3605 Crowley Lake Drive, Crowley Lake

Members Present: Brown, Beveridge, Day, Rutkowski and Shaw
Members Absent: None
Others Present: Chief, Vince Maniaci via telephone
Volunteers, Joseph Santos and Billy Czeschin
Others Absent: None

1. Call to order, roll call, and announcements. The meeting was called to order at 7:03 p.m. Commissioner Brown asked about the Crowley Lake Christian School and if the department had ever toured the facility so they would be familiar with the structure in the event of an emergency there. Chief Maniaci advised it had never been done but all agreed that it was a good idea. Commissioner Brown also asked about fire hydrant testing and if it is being done. Chief Maniaci advised that it is a regularly scheduled item.

2. Opportunity for public to address the Board on non-agendized items. No public was in attendance.

3. Approval of the minutes of the March 8, 2017 regular meeting. A MOTION WAS MADE BY BROWN, SECONDED BY DAY TO APPROVE THE MINUTES OF THE MARCH 8, 2017 REGULAR MEETING. MOTIONS PASSED 4-1.

4. Chief's Report.

A. Volunteer's Report. Billy Czeschin was in attendance representing the Volunteers. He gave the board a report on his recent trip with Chief Maniaci to South Dakota to look at the new water tender that will be delivered by Rosenbauer on April 24th.

B. Report on Current Fire Department Activities, Assignments and Schedule for potential Board direction. Training Officer Santos indicated there were 6 calls since the March meeting: 4 medical aids, 1 motorhome fire and 1 traffic accident.

C. Long Range Planning Discussion.

(a) Personnel. Commissioner Brown asked about volunteer Katie Elwell since he had heard that she had been flown out for a medical issue. Training Officer Santos advised that she is at Renown Medical Center and will probably be there for a while. Both Santos and Czeschin have been there to visit her and believe she is showing improvement.

(b) Airport. Chief Maniaci advised that this is the last week of winter service for the airport and operations will decrease to just one flight a day starting next week.

(c) Geothermal. Plans for visitor walk around and kiosks continue.

(d) Station Maintenance. Chief Maniaci is working on getting the fence in back of the station and the flag pole repaired.

(e) Vehicle Maintenance. Maintenance logs have been worked on by Czeschin and Baitx. Fleet Equipment Manager Czeschin indicated that all future maintenance will be logged into the computer. Lance who currently maintains equipment for the county has agreed to work as an independent contractor maintaining our equipment and will be doing a complete equipment maintenance check very soon.

5. Board Review/Approval of Payment Warrants since last meeting. Board members reviewed the payment warrants and asked several questions. Chief Maniaci is going to contact our internet service provider to see about getting our service for free since the provider has its wiring running under our facility. A motion was made by Brown, seconded by Rutkowski to approve all the payment warrants. Motion passed 5-0.

6. Secretary to the Board/Administrative Assistant Report. Commissioner Shaw advised that the expenditure and revenue reports have been brought up to date through April 12, 2017. G.L. from the county was just received today and will be reviewed before the next meeting. As of March 8, 2017 we are in balance with the county except for \$11.89. Commissioner Shaw advised that a report to the State Controller's Office entitled Government Compensation in CA has been completed and emailed to that office. We received a check from the U.S. Treasury for \$6601.00 due to an overpayment of payroll taxes by previous secretary Grossblatt. We received a donation of \$200.00 from Hank Brown. Both of these items will reflect in next month's deposits.

7. Review/Signing of agreement with Mono County to pay one-third of new septic system. Commissioner Shaw advised that both she and Chief Maniaci had received a proposed agreement from the county which was pretty straight forward with the exception that there was no ceiling on the amount to complete the project in the agreement. Chief Maniaci forwarded the document to counsel for review. Commissioner Day advised that he had been told that the Department of Education had not responded to the County regarding their one-third contribution. Carryover to next agenda.

8. Discuss ERAF. Chief Maniaci advised that the AB-8 still shows ERAF as a deduction this year and that he has heard nothing further from Dana Jorgenson regarding our request to have our percentage paid lowered. Carry over to the next agenda.
9. Discussion regarding the possible repeal of the 1994 MOU between the Long Valley Fire Protection District and the Town of Mammoth Lakes regarding the Mammoth-Yosemite Airport; follow – up discussion regarding the development of a new MOU. Chief Maniaci advised that he had emailed Grady Dutton at the Town on March 21st and April 5th regarding when we might expect to meet regarding this issue and he has not heard from Mr. Dutton to date. Carryover to next agenda.
10. Fire mitigation fee review. Chief Maniaci advised that he has been in contact with Scott Thorpe of Revenue Costs who is willing to do the review with an anticipated cost not to exceed \$1800.00. Chief Maniaci will get this set up ASAP. Carryover to next agenda.
11. Discuss the anticipated arrival of the new water tender & Resolution to transfer funds to Capital Account to pay balance owed to Rosenbauer of South Dakota. Chief Maniaci indicated that he will need a check in hand to pay Rosenbauer when they deliver the water tender on April 24th. A motion was made by Brown and seconded by Day to approve Resolution 17-01 and waive the reading. Motion passed 5-0. Commissioner Shaw signed the resolution and left in Chief's office for his signature upon his return.
12. Discussion on written policies and procedures for Department employees to follow regarding financial matters. Commissioner Shaw commented on items she would like to see in the policies and procedures. She will type out the list and forward to the Chief for his recommendations. The board will finalize at a Special Meeting to be held on April 21st at 7:00 p.m.
13. Review/Discussion of 1st Draft of 2017/2018 fiscal year budget. Chief Maniaci presented a draft budget to the board for review. He highlighted verbally changes from the last budget. All commissioners were satisfied. Matter will go on May meeting agenda as the Proposed Budget for 2017/2018 fiscal year and will be open for public comment at that time.
14. Discussion/Review of resumes received for Board Secretary Position. Two resumes were received and reviewed by the board. It was decided to invite both candidates for an interview at a Special Meeting for that purpose on April 21, 2017 at 7:00 p.m. Commissioner Shaw will take care of the invitation to interview.
15. Discussion regarding new email addresses for Board Members reflecting Long Valley Fire Department addresses. Chief Maniaci advised the board that he has set up email addresses for all board members and will email each of us for a password so he can complete the task ASAP.

16. Review monthly financial reports and budget. Make changes to budget as necessary. No update other than previously noted in Secretary's report.
17. Review correspondence received since the last regular meeting. None received.
18. New business. None
19. Call for Agenda Items for Next Regular Meeting. ERAF update; Discussion of the possible repeal of the 1994 MOU regarding the Mammoth-Yosemite Airport/consideration of a new MOU; Fire mitigation fee review; Proposed Budget/Public Comment re 2017-2018 Department Budget; Review/Signing of Agreement with Mono County regarding new septic system.
20. PURSUANT TO GOVERNMENT CODE SECTION 54957, THE BOARD HELD A DISCUSSION IN CLOSED SESSION REGARDING A PERSONNEL MATTER. In open session following the closed session, the board announced the matter will be referred to the department's attorney.
21. Adjournment. A motion was approved to adjourn the meeting and reconvene in special session regarding board secretary interviews on April 21, 2017 at 7:00 p.m. and in regular session on May 10, 2017 at 7:00 p.m. at the Long Valley Fire Station, 3605 Crowley Lake Drive, Crowley Lake, California.

Sharon Shaw

Board Chairperson in absence of Administrative Assistant/Secretary to the Board