



Long Valley Fire Protection District
3605 Crowley Lake Drive • Crowley Lake • California 93546
760.935.4545 / 760.935.4436 (facsimile)
longvalleyfd@gmail.com

MINUTES OF REGULAR MEETING MAY 10, 2017

Date: Wednesday, May 10, 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
Others Absent: None

1. Call to order, roll call, and announcements. The meeting was called to order at 7:04 p.m. Commissioner Brown asked about a new structure being built near the ballpark. Chief Maniaci was not aware of the structure but has asked for a list of all new builds in our district from the county. Commissioner Brown asked if a Thermal Image View Finder should be considered for our district. Chief Maniaci is going to try for a grant to make such a purchase since they are very expensive. Commissioner Brown asked about the Red Tag on 3271. Chief Maniaci indicated there is an electrical issue which Billy Czeschin is going to attempt to repair.

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

3. Approval of the minutes of the April 12, 2017 regular meeting. A MOTION WAS MADE BY RUTKOWSKI, SECONDED BY DAY TO APPROVE THE MINUTES OF THE APRIL 12, 2017 REGULAR MEETING. MOTIONS PASSED 5-0.

4. Chief's Report.

A. Volunteer's Report. Chief Maniaci reported that the fund raiser for the fishing opener went well for the volunteers. They made a profit of approximately \$3800.00 for their association. There were issues covering work shifts at the food wagon some of the time. Chief Maniaci advised that the quarterly helmet award went to John Kokado with a special mention to Chris Klein.

B. Report on Current Fire Department Activities, Assignments and Schedule for potential Board direction. There were 5 calls since the April meeting: 2 medical aids at Convict Lake Resort, 1 medical call regarding a stroke, 1 vehicle accident, and 1 assist on an 1144 which was canceled.

C. Long Range Planning Discussion.

(a) Personnel. Commissioner Brown asked about volunteer Katie Elwell. Chief Maniaci advised that she is in a recovery house at this time. Joseph Santos is working on a current volunteer roster and will have it by the end of the month. We are moving forward with the online wildland fire classes which everyone really likes because they can move at their own pace. We are working on CPR recertification with a few volunteers taking the course each class session. Lance Mayhugh, the mechanic at the county yard has agreed to do bit testing and light maintenance on our vehicles at the rate of \$60.00 per hour. He will invoice the district and we will 1099 him at the end of the year.

(b) Airport. Fencing project is moving forward. Approval for potential growth for the new terminal has been received by the airport. Chris Baitx & Billy Czeschin completed 2017 airport inspections. Write ups from the inspections will be submitted to the Town's code enforcement officer for possible fines. We may want to consider for the future the ability to fine violators with regard to the inspections.

(c) Geothermal. Nothing to report this month.

(d) Station Maintenance. Chief Maniaci advised that the flag pole is repaired and he is working on getting estimates for the siding and roof repairs. Contract for preventive maintenance on the generator is completed for a total cost of \$994.00 annually. Commissioner Brown asked that we approach the county to share in the annual cost of preventive maintenance on the generator since the Sheriff's department benefits from the generator also. This expense will be taken out of the Station Maintenance category.

(e) Vehicle and Equipment Maintenance. All paperwork for 3281 (the new water tender) has been received, the vehicle is insured, and warranty information is on file. The new water tender is working well, has been test driven and water discharge tested. Plaque for John Deperro for 3281 is also being worked on; Decals are here for 3200 and will be installed soon; 3280 got its bit completed; Chief Maniaci advised the Board that Rosenbauer is now offering stock engines which might make it possible to purchase a new engine for half of what we originally projected in our capital expenditure plan; NFPA is demanding that we replace tires on all vehicles every seven years. Chief Maniaci advised that the only vehicles compliant at this time are 3201, 3271 and 3281. All tires need to be replaced on 3200, 3225, 3230, 3231, 3270 & 3280. There is a possibility that some of the lighter rigs may not be included in this requirement; Maintenance logs are being kept up to date for current maintenance activity on the vehicles and past activity will be caught up as soon as possible.

Chief Maniaci advised that all previous agendas and minutes are up to date on the district's website.

Chief Maniaci has a meeting set with both Inyo Forest and Cal Fire to sign the annual assistance agreements.

ISO is completing the report for our insurance ratings. ISO now has the information on 3281 to amend the insurance for our vehicle fleet. Chief Maniaci discovered that several businesses are still listed in our district which were either never in the district or are now out of business. He has asked for these businesses to be removed.

Chief Maniaci has asked the county for an updated map of hydrant locations and addresses. He will then figure out how to print them up in a larger version.

Town of Mammoth Lakes asked for us to cover the fireworks at Crowley Lake. Chief is trying to get together a crew to cover it.

Chief's Association has decided to put in a grant for radios so we may have to do a 10 to 15% match if approved. They also want to try to purchase at least one I-Pad for each department to facilitate inter-department training possibilities.

5. PURSUANT TO GOVERNMENT CODE SECTION 54957, THE BOARD HELD A DISCUSSION IN CLOSED SESSION TO INTERVIEW FOR THE BOARD SECRETARY POSITION. In open session following the closed session, the board announced that applicant Shawna Pettigrew was hired and will start Sunday morning May 14th with her training.

6. Board Review/Approval of Payment Warrants since last meeting. Board members reviewed the payment warrants and asked some 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 pending clarification that the bills for hats and shirts are for uniforms, seconded by Day to approve all the payment warrants. Motion passed 5-0.

7. Secretary to the Board/Administrative Assistant Report. Commissioner Shaw advised that the expenditure, revenue and budget reports have been brought up to date through May 10, 2017. Commissioner Shaw advised that we need to have a records retention schedule because we have records back to the department conception in the 1970's. It was decided that 10 year retention of secretarial records will be adequate after ERAF is finally resolved and off our agendas forever.

8. Review/Signing of agreement with Mono County to pay one-third of new septic system. Tim Sanford has reviewed the agreement and made several suggestions regarding the agreement with the county. Since we have heard nothing further from the County regarding this matter and we have already approved the expenditure with a limit

to our exposure, we will carry this matter over until we receive further comment from the County.

9. Discuss ERAF. Chief Maniaci received an email message from our legislator's office but nothing is resolved. Chief Maniaci has forwarded information on the County Finance Director's name to our legislator's office. Carryover to next agenda.

10. 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 spoke to Grady Dutton at the Town and he promises that he has not forgotten and that he needs to develop a new agreement. Carryover to next agenda.

11. Fire mitigation fee review. Chief Maniaci advised that he has been in contact with Scott Thorpe of Financial Services and he will do the review for \$1800.00. Chief Maniaci put Scott in contact with Fred Stump our County Supervisor, the Assessor's Office and the Planning Department per Scott Thorpe's request. Carryover to next agenda.

12. Discussion/approval of written policies, duties and responsibilities for Department employees. Motion was made by Brown and seconded by Rutkowski to approve the new written policies, duties and responsibilities for Secretary, Fire Chief & Commissioners. Motion passed 5-0.

13. Review/Discussion of Proposed Budget for 2017/2018 fiscal year. Chief Maniaci presented a proposed budget to the board for review. All commissioners were satisfied. Matter will go on the June meeting agenda for Final Approval. There was no public comment on the Proposed Budget.

14. Discussion regarding new email addresses for Board Members reflecting Long Valley Fire Department addresses. Chief Maniaci advised the board of their new email addresses and that he would send an email to each board member on access instructions.

15. Review monthly financial reports and budget. Make changes to budget as necessary. Commissioner Shaw advised that the April tax revenues are reflected in this month's figures. Administrative Fees of \$8059.00 was taken by the county and is reflected in the figures.

16. Review correspondence received since the last regular meeting. None received.

17. New business. None

18. 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; Final approval re 2017-2018 fiscal year budget; Review/Signing of Agreement with Mono County regarding new septic system.

19. Adjournment. A motion was approved to adjourn the meeting and reconvene in regular session on June 14, 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 Secretary to the Board