



Long Valley Fire Protection District
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MINUTES OF REGULAR MEETING
May 13th, 2020

Date: Wednesday, May 13th, 2020
Time: 7:00 p.m.
Location: Teleconference Only-No Physical Location

Members Present: Tom Beveridge, Hank Brown, Ron Day, Sharon Shaw, Kim Czeschin

Members Absent: None

Others Present: Chief Maniaci, Secretary Katie Durgin, Equipment Maintenance Manager Billy Czeschin, County Supervisor Fred Stump, Volunteer Jon Millman

Others Absent: None

TELECONFERENCE INFORMATION:

In observance of Governor Newsom's Executive Order, N-29-20, dated March 17, 2020, this meeting is being held via teleconferencing with members of the Board attending from separate locations. This change in format is in observance of the recent recommendations made by local officials to take precautions, including social distancing, in order to minimize the spread of COVID-19.

- a) There is no physical location of the meeting open to the public. Public can participate in the Google meeting at <https://meet.google.com/oyz-nswj-akh>
- b) Public was notified to leave comments on Agenda items before the Board meeting via email by 5:00pm on the day prior to the meeting. Public comments were to be submitted to the Secretary to the Board Katie Durgin at kdurgin@longvalleyfire.com.
- c) Public was notified that they can make comments during the live streaming of the meeting by submitting their comment to kdurgin@longvalleyfire.com.

1. Call to order, roll call, and announcements. The meeting was called to order at 7:00 p.m. County Supervisor Fred Stump announced that there will be a Mono County special meeting held on Thursday, May 14th, at 10:00am for updates on COVID-19 and criteria for businesses to begin opening. There were six new COVID-19 cases over the weekend. They have been isolated in quarantine. None of these cases needed hospitalization. Fred Stump announced that he will be delivering the most negative Mono County budget figures of his entire term in office. The estimates not only

affect county revenues, but will also impact Proposition 172 sales tax revenues. The Board of Equalization is considering allowing businesses that are suffering economic damage to appeal their property taxes in order to have them reduced. If this happens, commercial real estate could be impacted. Fred Stump does not have hard figure estimates, but said that they are estimating the budget figures to be less than what was anticipated.

2. Opportunity for public to address the Board on non agendized items. No public present. No public comment was submitted.
3. Approval of the Minutes of the March 11th, 2020 regular meeting. The April 8th regular meeting was cancelled due to COVID-19 stay-at-home orders. A MOTION WAS MADE BY COMMISSIONER BROWN, SECONDED BY COMMISSIONER DAY TO APPROVE THE MINUTES OF THE MARCH 11TH, 2020 REGULAR MEETING. MOTION PASSED 4 with 1 abstention.
4. Chief's Report.
 - A. Volunteer's Report. Volunteer Jon Millman reported that there are several volunteers currently working on an Emergency Medical Response (EMR) training. In order to take extra safety precautions due to COVID-19, the volunteers have decided not to participate in any fishing opening events.
 - B. Report on Current Fire Department Activities, Assignments and Schedule for potential Board direction. 9 calls since March regular meeting: 6 vehicle accidents, 2 medical aids, 1 aircraft gear failure.
 - C. Long Range Planning Discussion.
 - (a) Personnel. Chief Maniaci reported that there are no new volunteer firefighter personnel to add. There are two new junior firefighters, Madeline LeFrancios and Kaylie Kokado.
 - (b) Airport. Commercial air service at the Bishop Airport will not be happening until April of 2021. Engine 3232 is currently at the Mammoth Airport to provide assistance with Airport Rescue and Firefighting (ARFF) being offline. Chief Maniaci is in the process of working out a deal with the Mammoth Airport to store the vehicle at the airport at no extra cost. The department would have access to it at any given time.
 - (c) Geothermal. No news.
 - (d) Station Maintenance. The California Electronic Reporting System (CERS) has been updated. There are new system requirements for Dump Vouchers. When giving a voucher, the requirements include writing the name, the address it is being used at (three per parcel), and the signature of Chief Maniaci must be on the voucher.

- (e) Vehicle and Equipment Maintenance. Engine 3280 is back from Britt's Automotive. 3280 received new tires and valves. Engine 3271 had an upper hose in the radiator fixed. All other BIT testing for the month is complete. 3281 will be going up to Reno for servicing. Equipment Maintenance Manager Billy Czeschin reported that 3225 is running well and that he is still working on diagnosing the problem with it. Tires are needed on 3270 and 3200. Billy is talking to the county about hauling the MKU to the dump and doing a volunteer training on it.
 - (f) Airport MOU between Town of Mammoth Lakes and Long Valley Fire Protection District. No news.
 - (g) Review and possible approval of hold harmless agreement between the Fire Dept. and Sheriff's Dept. No news. Chief Maniaci asked Tim Sanford to reach out to the county again.
 - (h) Side information. Southern California Edison will be in the Crowley Lake area cutting and thinning trees. They plan on starting the Public Safety Power Shutoff in May. There are new protocols for power outages. The Xerox machine is officially gone. There is an update coming soon regarding the System Awards Management (SAM).
5. Board Review/Approval of Payment Warrants since last meeting. Board members reviewed the payment/payroll warrants. Commissioner Shaw noted that the reason for extra payment for Workers Compensation could be due to how the year-end volunteer stipend dates are scheduled. We could have been charged for two volunteer stipends. Secretary Durgin will contact Workers Compensation to clarify the reason we received an extra payment. Durgin will report to the Board at the next regular meeting. Commissioner Brown moved for approval, Commissioner Beveridge seconded. Passed 5-0.
 6. Secretary to the Board Report. Secretary Durgin reported she received an email from Fechter and Company requesting information in order for them to perform our Fiscal Year 2017/2018 and 2018/2019 Financial Audit. The contact person performing the audit is Criag Fechter. Durgin has responded to the email providing the requested information. There are a few documents from 2017 Durgin is waiting to hear back from Joanne Werthwein on. Once she receives them, she will forward them to Craig. Durgin had a conference call with Craig Fechter Tuesday, May 12th. The meeting went well. Durgin reported to Craig the purchase of the New Engine and answered any questions he had about the information sent to him. Craig will be contacting each of the Board members in a couple of weeks to connect regarding any major financial issues we may have had during the fiscal years being audited. Durgin reported she needs the volunteer training checklist sheets for the call logs. Durgin will get those from Assistant Fire Chief Joseph Santos to bring the call logs up to date.
 7. Fire mitigation fee review. No news. Carry over.

8. Update on Education Revenue Augmentation Fund (ERAF). No news. Chief Maniaci asked Tim Sanford to attend meeting with County Supervisor Fred Stump to seek support for what was discussed during the March 2020 regular Board meeting. If they are unsuccessful, Tim Sanford will provide a draft letter for the Board to review before he sends it to the office of California State Congressman, Frank Bigelow. Carry Over.
9. First Round of Fiscal Year 2020-2021 Budget. Chief Maniaci reported that no new numbers have been provided for the Mono County AB8 report. The Board of Commissioners reviewed the draft budget. Commissioner Shaw noted that there are salary raises. Commissioner Shaw also noted, depending on the clarification with Workers Compensation on whether we are going to be receiving a year-end payment as we did in the current fiscal year, budget line item #205 (Workers Compensation) may need to increase. Commissioner Shaw noted that we may need to increase budget line item #109 (Unemployment Payments/EDD) given several people needing to file for unemployment due to COVID-19. Chief Maniaci will verify if volunteers have to claim wages received by the department and follow up with the Board.
10. Staff Reviews. Commissioner Shaw sent the staff evaluations to Fire Chief Vince Maniaci and Secretary Katie Durgin. Both employees thanked the Board and accepted their evaluation.
11. Review correspondence received since the last regular meeting. Secretary Durgin reported that she performed the Quarterly Tax Reports beginning of April for the quarter ending March 31, 2020. She received correspondence from Employment Development Department (EDD) stating that Total Subject Wages was not reported. Secretary Durgin will follow up with EDD to get the issue resolved.
12. Review and adjust current FY budget line items as necessary and accept. The operating budget actual balance for Account 320 is \$419,618.34. The department received new revenue for Account 320 and 321 since last regular meeting. Chief Maniaci does not expect any major expenses nearing the end of fiscal year 2019-2020.
13. New Business. Chief Maniaci asked if we should continue the County Alert Information System (CAIS) contract number. Chief Maniaci will follow up on what the cost of the CAIS will be to the department. Chief Maniaci noted we will eventually need a resolution for the CALFIRE grant for fiscal year 2020-2021. Chief Maniaci plans on submitting a continued turnout and communications 50/50 grant.
14. Call for Agenda items for next regular meeting. Fire Mitigation Fee Review; Update on ERAF; Update on Workers Compensation year-end audit bill; Approval of Fiscal Year 2020-2021 Budget.
15. Adjournment. A motion was approved by Commissioner Brown, seconded by Commissioner Czeschin, to adjourn the meeting and reconvene in regular session on June 10th, 2020 at 7:00 p.m. at the Long Valley Fire Station, 3605 Crowley Lake Drive, Crowley Lake, California.

Katie Durgin
Secretary to the Board