



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
October 14th, 2020

Date: Wednesday, October 14th, 2020
Time: 7:00 p.m.
Location: 3605 Crowley Lake Drive, Crowley Lake, CA 93546

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

Members Absent: None

Others Present: Chief Vincent Maniaci, Equipment Maintenance Manager Billy Czeschin,
Volunteer Carlene Millan, Volunteer Gerry LeFrancios, Secretary Katie Durgin

Others Absent: None

1. Call to order, roll call, and announcements. The meeting was called to order at 7:12 p.m. No announcements.
2. Opportunity for public to address the Board on non agenda items. No public present.
3. Approval of the Minutes of the September 9th, 2020 regular meeting. A MOTION WAS MADE BY COMMISSIONER BROWN, SECONDED BY COMMISSIONER DAY TO APPROVE THE MINUTES OF THE SEPTEMBER 9TH, 2020 REGULAR MEETING. MOTION PASSED 5-0.
4. Chief's Report.
 - A. Volunteer's Report. Volunteer Gerry LeFrancios reported that for the last few Thursday night volunteer training sessions, eight of the volunteers completed the Emergency Responder training. During the volunteer training for last week, the volunteers also did a Mass Casualty Incident (MCI) training. Volunteer Carlene Millan reported that all of the medical supplies at the station have been organized and recorded in the computer including the expiration date for each item. Carlene was also able to organize and label the turnouts. The turnouts will be going into the computer system as inventory and will include sizes and expiration dates. Carlene reported that she and Alex Millan's last meeting will be at the end of October. Carlene spoke for both she and Alex Millan saying that it has been their absolute honor to serve under the Board of Commissioner and under Fire Chief Maniaci,

as well as all Fire Chiefs they have served under in the past. Carlene noted that the current volunteer crew at the department has been by far the best crew they have ever served with. Carlene reported that Cory Barnett will be managing the medical supplies, Scott McGuire will manage structure and wildland, and Marguarite McDonald is planning on taking over cleaning the station. Carlene is still looking for someone to run the Junior Firefighters program. Chief Maniaci and Billy Czeschin remarked on their great appreciation of all that Carlene and Alex Millan have done and what an honor it has been to serve alongside them.

B. Report on Current Fire Department Activities, Assignments and Schedule for potential Board direction. 4 calls since September 9th regular meeting: 1 medical aid, 1 illegal campfire, 2 potential arsons. Chief Maniaci reported that the department is at 54 total calls for the year.

C. Long Range Planning Discussion.

(a) Personnel. Chief Maniaci reported volunteer Paul Zastoupil is updating a new database that will include call logs, training logs, and personnel files. Commissioner Brown asked if there is a need for an engineer class for the volunteers. Chief Maniaci responded that he would like to plan an engineer class this coming winter. Chief Maniaci noted they have implemented a policy that no one can drive the engines unless they have been written off by Chief Maniaci, Fred Stump, or Billy Czeschin. Chief Maniaci reported that he is planning on meeting with Fire Chief Assistant Joseph Santos to discuss bringing on another captain. The department will potentially be losing two volunteers who will be moving out of the area in addition to Carlene and Alex Millan. After losing these members, the department will have 29 active volunteers. Chief Maniaci recommended having more structure of accountability when it comes to volunteers being on the department. He would like to see the Fire Chiefs Association vote on accepting and implementing the Volunteer Firefighter Requirements. Commissioner Brown asked if the department should do Thank You Resolutions for volunteers Carlene Millan and Alex Millan. Chief Maniaci will write up the Resolutions for the November 11th meeting. If the department has a Christmas party, Billy Czeschin suggested recognizing the volunteers who have been with the department for a long time. Commissioner Brown suggested honoring the service of every active volunteer at the Christmas party by stating who they are and how long they have been with the department.

(b) Airport. No news.

(c) Geothermal. The Mammoth Geothermal Complex reached out to Chief Maniaci regarding a construction emergency plan for the new Plant 4. Chief Maniaci worked with Natalie Morrow, the Division Chief of Fire Prevention for Mammoth Lakes Fire Protection District, to address some issues with the plan. Chief Maniaci gave them his recommendations and asked them to reach out to Environmental Health. Debbie Larson has contacted Chief Maniaci, but

they have yet to connect regarding the emergency plan. Based on their review and recommendations, Mammoth Geothermal Complex has updated the emergency plan, corrected it, and have resubmitted it as of today, October 14, 2020. Mammoth Geothermal Complex gave Chief Maniaci the contact he needs to schedule a walk-through. Chief Maniaci reported that we will invite Mammoth Lakes Fire Protection District to the walk-through. Chief Maniaci has confirmed with Mammoth Geothermal Complex that Long Valley Fire is the primary contact for the walk-through.

- (d) Station Maintenance. The air compressor has been set up and is available for use. Devin Preston and Billy Czeschin were at the station today for servicing the hurst tools. Chief Maniaci reported that volunteer Marguarite McDonald is planning on taking over cleaning at the station. Chief Maniaci informed Marguarite that he would like her to write a letter of intent and approach the Board of Commissioners concerning taking over the job.
- (e) Vehicle and Equipment Maintenance. Billy Czeschin reported that bits have been done on the engines. Engine 3225 had an oil leak fixed. L.N. Curtis and Sons were at the station today addressing a moisture reading issue when filling the breathing apparatus bottles. They changed the main filter out as part of a yearly service and found cracks in it. Billy Czeschin believes the cracks were causing the moisture reading issue. They retested the breathing bottles today and everything looked correct. Commissioner Brown asked if the department has other people who can operate the bottles besides Billy Czeschin and Fred Stump. Billy reported that Assistant Training Officer Pete DeGeorge and volunteer Scott McGuire can operate the bottles. Chief Maniaci noted that for safety reasons, he prefers having a small number of people who can fill the bottles than too many people operating them. Billy reported that the breathing air compressor sensor has gone out. We should have a quote on the cost of replacing the sensor from L.N. Curtis and Sons by November. The hurst jaws of life tool on Engine 3271 had a bad valve. L.N. Curtis and Sons has fixed the valve and after testing the other hurst tools, everything is operating correctly. The exception is the equipment on 3225. L.N. Curtis and Sons did not even want to work on the equipment because it is so old, they do not even have the parts for it. They will provide an estimate in November on what it would cost to fix the equipment on Engine 3225. At that point, the department can decide whether it is worth fixing the equipment or put money towards a newer set. Billy Czeschin reported that on the vehicles that need new hoses, we can order the hoses from L.N. Curtis and Sons and put them on ourselves. Billy is going to be working on getting the gas out of all small engines and putting in non-ethanol gas because there have been too many problems with the carburetors. Billy noted that due to the equipment on 3225 being so old, he suggests budgeting for something new in the future and possibly selling the unit. Chief Maniaci will research possible grants for the department to acquire new equipment.

- (f) Airport MOU between Town of Mammoth Lakes and Long Valley Fire Protection District. Chief Maniaci has informed Haislip Hayes, the new Public Works Director, that he will now be handling the MOU. Chief Maniaci has asked Hayes to send him information regarding the MOU in letter format or email that he can share with the Board of Commissioners by the November 11th regular meeting.
 - (g) Review and possible approval of hold harmless agreement between the Fire Dept. and Sheriff's Dept. Chief Maniaci reported that the county has not responded yet regarding the hold harmless agreement. Carry over.
 - (h) Fire Mitigation Fee Review. Chief Maniaci reported that Scott Thorpe is very close to finishing up the review but does not have numbers that would justify increasing the mitigation fee. However, Scott Thorpe did say that even if the numbers cannot justify increasing the mitigation fee, it is still good to get the fire mitigation fee formalized and then revisit it every three years. Scott Thorpe has been very appreciative of the department's patience with him on getting the review finished.
5. Board Review/Approval of Payment Warrants since last meeting. A MOTION WAS MADE BY COMMISSIONER BROWN, SECONDED BY COMMISSIONER BEVERIDGE TO APPROVE THE PAYMENT WARRANTS. MOTION PASSED 5-0.
6. Secretary to the Board Report. Secretary Durgin reported that she contacted Assistant Fire Chief Joseph Santos regarding getting everything she needs for the Volunteer Year-End Stipend. She has given him a list of volunteers that she needs W-4s for. He is working on getting those to her. Secretary Durgin will work with Joseph Santos the weekend of November 1st, 2020 to complete the stipend warrant and have it submitted to the county by Monday November 2nd, 2020. Commissioner Shaw asked if Fetcher and Company received everything they needed for the financial audit. Secretary Durgin responded that she has sent the requested information to the audit manager and confirmed that they have received it. Secretary Durgin reported that Quarterly Tax Reports for the third quarter are completed. Given the frustration the department has had with Quickbooks, Commissioner Shaw suggested that we find a different software program to use for 2021. Secretary Durgin reported that she followed up with Scheereen Dedman at the county elections office regarding the Board recommendations in lieu of election. Scheereen confirmed that the county has received the department's recommendations.
7. Update on Education Revenue Augmentation Fund (ERAF). Commissioner Brown noted that the department has received and Excess ERAF in the amount of \$16,564.07 in Account 320. Carry over.
8. Review correspondence received since the last regular meeting. Commissioner Shaw reported that she received a letter from Fetcher and Company stating that she and Chief Maniaci need to sign an agreement letter for the financial audit. Commissioner Shaw and Chief Maniaci signed the agreement letter. Commissioner Brown noted that the

address on the audit is incorrect and needs to be changed. Secretary Durgin will contact Fetcher and Company to have the address correction made on the audit. Secretary Durgin reported that Lyndsie from the Volunteer Length of Service Award program is working on getting the website updated with the correct information.

9. Review and adjust current FY budget line items as necessary and accept. Commissioner Brown referred to the actual balance of \$343,640.36 in Account 320 and the balance that the department has left to spend for the 2020-2021 fiscal year in the amount of \$295,594.52. Commissioner Brown noted that given these numbers, the department has a small surplus of around \$40,000. Commissioner Shaw stated the department will be receiving a first installment of taxes in December 2020 and a second installment in April 2021. Secretary Durgin reported that the Budget Balance Sheet is up to date, however the only items the balance sheet does not reflect are any journal entries.
10. New Business. No new business.
11. Call for Agenda items for next regular meeting. Update on ERAF; Resolution for Carlene Millan and Alex Millan.
12. Adjournment. A motion was approved by Commissioner Beveridge, seconded by Commissioner Day, to adjourn the meeting and reconvene in regular session on November 11th, 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