



Long Valley Fire Protection District  
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## MINUTES OF REGULAR MEETING January 13th, 2021

Date: Wednesday, January 13<sup>th</sup>, 2021  
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, Secretary Katie Durgin

Others Absent: None

### TELECONFERENCE INFORMATION:

This meeting was held via teleconferencing with members of the Board attending from separate remote locations due to COVID-19. 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. Please note the following changes:

1. There is no physical location of the meeting. The meeting was held via teleconferencing.
  2. 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](mailto:kdurgin@longvalleyfire.com).
  3. Public was notified that they can make comments during the live streaming of the meeting by submitting their comment to [kdurgin@longvalleyfire.com](mailto:kdurgin@longvalleyfire.com).
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1. Call to order, roll call, and announcements. The meeting was called to order at 7:07 p.m. Commissioner Brown asked if anyone has heard an update on the Tax Impound Account. The last information that Commissioner Brown has is from March of 2020. Chief Maniaci stated he has not heard of any changes being made to the account at the county level. Chief Maniaci will verify with County Supervisor Rhonda Duggan and Division Chief Fred Stump regarding the Tax Impound Account. Commissioner Brown asked if anyone knows what percentage of our individual property tax bills go to the fire district and if it is the same percentage for all fire districts. Chief Maniaci noted that the percentage is on the AB8<sub>1</sub> report, but does not know if it is the same

percentage for all fire districts. Commissioner Brown asked what each property owner pays to the Paradise fire district and the Wheeler fire district. The Board referred Commissioner Brown to contact County Supervisor Rhonda Duggan for information on these questions. Commissioner Brown asked for an update on vaccinations for the volunteer firefighters. Chief Maniaci responded that he was contacted by the county to issue two segments of vaccinations for the volunteer firefighters. The first round of vaccinations has been completed. The volunteers will have the second round of vaccinations the first week of February. Chief Maniaci will keep the Board informed regarding how to register to receive the vaccination. Commissioner Shaw asked what percentage of volunteers received the vaccination. Chief Maniaci responded that about 95% wanted the vaccination and about 75% received the vaccination.

2. Opportunity for public to address the Board on non agenda items. No public present.
3. Approval of the Minutes of the December 9<sup>th</sup>, 2020 regular meeting. A MOTION WAS MADE BY COMMISSIONER BROWN, SECONDED BY COMMISSIONER DAY TO APPROVE THE MINUTES OF THE DECEMBER 9<sup>TH</sup>, 2020 REGULAR MEETING. MOTION PASSED 5-0.
4. Chief's Report.
  - A. Volunteer's Report. Chief Maniaci reported that the volunteers are doing virtual training for this week, but are going to try to do an in-person ice training next Thursday and Saturday.
  - B. Report on Current Fire Department Activities, Assignments and Schedule for potential Board direction. 3 calls since December 9<sup>th</sup> regular meeting: 2 calls were cancelled; 1 vehicle accident.
  - C. Long Range Planning Discussion.
    - (a) Personnel. Chief Maniaci asked if Secretary Durgin received everything she needed from volunteer Paul Zastoupil for the Workers Comp Audit. Secretary Durgin confirmed that she received everything she needs. Secretary Durgin noted that she has not received any training logs for the past several weeks. Chief Maniaci responded that there were several weeks where the volunteers did not meet due to the holiday closures. Chief Maniaci stated that last week they did a virtual training and were working on how to give the volunteers credit for attending the training. Chief Maniaci informed Secretary Durgin that she may be missing only one training log and will follow up with her to bring everything up to date.
    - (b) Airport. Chief Maniaci reported that as of today there is no longer commercial service being done at the Mammoth Yosemite Airport (MMH). All commercial

service will fly into the Bishop Airport. Commissioner Brown asked if the Charter company is having flights at MMH. Chief Maniaci stated the Charter is not currently having flights but will potentially return December of 2021. Commissioner Day asked if this change is due to COVID-19. Chief Maniaci responded that this change is happening because the charter company does not have enough people to fill seats and they do not want to spend the money for the sub-stream. Commissioner Day asked when the decision was made to drop all commercial flights out of MMH. Chief Maniaci responded that this decision was presented about a year and a half ago. The decision was approved one year ago by Mammoth Mountain and Tourism.

- (c) Geothermal. No news.
- (d) Station Maintenance. Chief Maniaci reported that the garage doors have several paint chips on them. He is having volunteer Devin Preston fix up the garage doors and address the paint chips. Commissioner Brown noted that there is an accumulation of unnecessary equipment in the back of the station and would like to see it cleaned up. Chief Maniaci has asked the station maintenance crew to address this issue and have it cleaned up.
- (e) Vehicle and Equipment Maintenance. Chief Maniaci reported that Equipment Maintenance Manager Billy Czeschin has been working with mechanic Rigo Briviesca to get all servicing finished. Commissioner Brown asked if the loader is on a service schedule. Chief Maniaci responded that the loader has been serviced and is being maintained. Commissioner Brown noted that the wind shield wiper was hanging off the wind shield on the loader. Chief Maniaci responded that Billy Czeschin was in the process of changing the blade on the wind shield wiper. Chief Maniaci picked up about \$15,000 worth of equipment that was donated by Ceres Fire Department. Chief Maniaci would like to send them a thank you basket to the department for donating the equipment. Chief Maniaci informed the Board that any equipment the department does not use he would like to donate to other fire departments who are in need.
- (f) Airport MOU between Town of Mammoth Lakes and Long Valley Fire Protection District. Chief Maniaci reported that he sent out a draft of the MOU to the Board for review. Chief Maniaci would like to give the draft to Tim Sanford before forwarding the draft to Haislip Hayes. The Board gave Chief Maniaci the go ahead to send the draft to Tim Sanford.
- (g) Review and possible approval of hold harmless agreement between the Fire Dept. and Sheriff's Dept. No news. Carry over.

- 5. Board Review/Approval of Payment Warrants since November 11<sup>th</sup> regular meeting. All Board members confirmed that they have reviewed the warrants from the last two months. A MOTION WAS MADE BY COMMISSIONER DAY, SECONDED BY COMMISSIONER BROWN TO APPROVE THE PAYMENT WARRANTS. MOTION PASSED 5-0.

6. Secretary to the Board Report. Secretary Durgin reported that she is waiting on Quickbooks support team to update our online account in order to do W-2s. Once the W-2s are completed, Secretary Durgin will send them to the station to be handed out. Secretary Durgin has been in touch Joyce Goggans, the auditor for State Compensation Insurance Fund. Joyce requested information from the department for the annual Workers Compensation Audit. Secretary Durgin is working to provide the requested information for the audit to be complete by the end of January 2021. Secretary Durgin reported that Sandy Sup, the Certified Public Accountant from Fetcher Financial Company requested a few more items to complete the 2018-2019 Financial Audit for the department. One of the items is a Management Representation Letter that needs to be signed by Commissioner Shaw and Chief Maniaci. Commissioner Shaw will print the letter and leave it at the station for Chief Maniaci to sign. Secretary Durgin reported that the Quarterly tax reports for Quarter four of 2020 have been completed.
7. Update on Education Revenue Augmentation Fund (ERAF). No news. Chief Maniaci noted that County Supervisor Rhonda Duggan and Division Chief Fred Stump are planning on attending the February 10<sup>th</sup> regular meeting to discuss the struggles the department has had with ERAF, fire mitigation fee review, and the hold harmless agreement between the fire department and Sheriffs department. Carry over.
8. Resolution for Fire Mitigation Fee Review for Board of Supervisors. Commissioner Brown asked if Chief Maniaci and Division Chief Fred Stump have been able to come up with new numbers for the fire mitigation fee review. Chief Maniaci responded that he has not been able to connect with Fred Stump yet. Commissioner Brown suggested speaking with Fred Stump regarding changes the department would like to see in the fire mitigation fee review prior to bringing it to County Supervisor Rhonda Duggan.
9. Review correspondence received since the last regular meeting. Secretary Durgin reported she received a letter from Employment Development Department (EDD) stating that the department is not subject to unemployment insurance under the California Unemployment Insurance code. Secretary Durgin will submit this letter with Quickbooks so they no longer charge us for unemployment insurance.
10. Review and adjust current FY budget line items as necessary and accept. Secretary Durgin reported that Joanne Werthwein from the county did not include the PC-APPT-October 2020 Cur Unsec revenue dated 10/21/2020 in the amount of \$24,731.30 in the general ledger for this month. This revenue was not included due to issues with the property tax system AB8 factors. Joanne communicated that the county is waiting for the AB8 issue to be resolved before they post the quarterly interest for the second quarter. Secretary Durgin updated the Expenditures by not including this amount in order to stay accurate with the general ledger from the county. Secretary Durgin reported two changes in revenue including ERAF Redistribution in the amount of \$612.42 and Tax Fund Interest Apportionment in the amount of \$44.07. Commissioner Shaw noted an edit that needs to be made to one of the dates on the January Budget Sheet. Secretary Durgin will correct this date before filing. Chief Maniaci reported that he will be sending out the first round of the 2021-2022 Budget draft in March.

11. New Business. None.
12. Call for Agenda items for next regular meeting. Update on ERAF; Resolution regarding Fire Mitigation Fee Review for Board of Supervisors.
13. Adjournment. A motion was approved by Commissioner Brown, seconded by Commissioner Day, to adjourn the meeting and reconvene in regular session on February 10<sup>th</sup>, 2021 at 7:00 p.m. at the Long Valley Fire Station, 3605 Crowley Lake Drive, Crowley Lake, California.

Katie Durgin  
Secretary to the Board