



Long Valley Fire Protection District  
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**MINUTES OF REGULAR MEETING**  
**October 12<sup>th</sup>, 2022**

Date: Wednesday, October 12th, 2022  
Time: 7:00 p.m.  
Location: 3605 Crowley Lake Drive, Crowley Lake, CA 93546

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

Members Absent: Kim Czeschin

Others Present: Acting Fire Chief Vince Maniaci, Division Chief Fred Stump, Equipment Maintenance Manager Billy Czeschin, Volunteer Soibian Spring, Sunny Slopes Resident Hap Hazard, Board Secretary Katie Durgin

Others Absent: None

1. Call to order, roll call, Pledge of Allegiance, and announcements. Meeting called to order at 7:00pm. No announcements.
2. Opportunity for public to address the Board on items of interest to the public that are not agendized and within the jurisdiction of the Board. No public comments.
3. Discussion on Proposed Fire Station in the Sunny Slopes Area. Commissioner Brown reported that the Sunny Slopes committee had their first meeting. He noted that four of the committee meeting attendees are present at the current Board meeting including Commissioner Brown, Commissioner Day, Fred Stump, and Hap Hazard. There were an additional five members present at the committee meeting from the Sunny Slopes community. Chief Maniaci confirmed that there are currently seven individuals from the Sunny Slopes area volunteering for the department.

Commissioner Brown reported on what he took away from the meeting. He stated that the details of the new station including electrical, plumbing, and hook ups were heavily discussed. He shared that these details should be left to the architect to decide. Commissioner Brown suggested that future committee meetings focus primarily on more suitable topics at this point such as creating a fire safe council and funding. He stated that it seemed like the committee did not show interest in becoming a fire safe council.

Commissioner Shaw asked Hap Hazard why he thinks the community is against a fire safe council when that is the most effective means to acquire funding for the

project. Hap Hazard responded by clarifying that the committee is not against it but would like to wait to have discussions with Chief Maniaci before any decisions are made. Hap responded to why the details of the fire station were discussed more heavily at the meeting. He stated that the committee wants to be a cooperative partner in creating the design of the fire station. He stated that it was important to discuss the design topics in order to present them to the Sunny Slopes community for their input as well as to the architect.

Chief Maniaci shared that he met with a representative from the California Fire Safe Council Organization to acquire information for the project. He handed over all the information and contacts to Hap Hazard. Chief Maniaci noted that the focus of the fire safe council needs to be for the entire district not just Sunny Slopes. They need to create a network with all communities in McGee, Long Valley, Crowley Lake, Aspen Springs, and others in the district. Hap stated that if they want to move forward with a fire safe council, they will need to focus on educating the community on the benefits of having one. Commissioner Brown reported that the next committee meeting will be held on Friday, November 4<sup>th</sup> at 6:30pm at the Long Valley fire station.

4. Approval of the Minutes of the September 14<sup>th</sup>, 2022 regular meeting. A MOTION WAS MADE BY COMMISSIONER BROWN, SECONDED BY COMMISSIONER BEVERIDGE TO APPROVE THE MINUTES OF THE SEPTEMBER 14<sup>TH</sup>, 2022 REGULAR MEETING. Motion passed 4-0.
5. Chief's Report.
  - A. Volunteer's Report. Chief Maniaci reported that the department will not have Thursday volunteer meetings the week of Thanksgiving as well as during the weeks of December 19<sup>th</sup> and December 26<sup>th</sup>. Commissioner Shaw asked if the department has any eight-year volunteers this year. Chief Maniaci responded that he will find out and follow up. Chief Maniaci attended the Wildfire and Forest Resilience Task Force conference and was very impressed with the work that they do. Chief Maniaci had a conversation with Director and Chief of CalFire Joe Tyler regarding creating a potential helicopter attack base in the Crowley-Mammoth area to help support the Eastern Sierras. Chief Joe Tyler was very interested in making this happen.
  - B. Report on Current Fire Department Activities, Assignments and Schedule for potential Board direction. 8 calls since last regular meeting: 2 fires, 2 search and rescues, and 4 medical aids.
  - C. Long Range Planning Discussion.
    - (a) Personnel. Chief Maniaci reported that Paul Zastoupil is the new Chaplain for Long Valley Fire Department. He reported that Paul has consoled loved ones on several emergency response calls in the past. Chief Maniaci will be implementing the Chaplain position into the fire personnel ranks.

- (b) Airport. No news
- (c) Geothermal. No news.
- (d) Station Maintenance. Chief Maniaci reported that he fixed the kitchen faucet leak. He also fixed the leak in the upstairs bathroom. Fred Stump had the sprinkler system blown out. Chief Maniaci and Billy Czeschin are working to blow out the water in the bay as well. There are LED fluorescent bulb fixtures that are soon to arrive at the station to be installed in the front bay.
- (e) Vehicle and Equipment Maintenance. Billy Czeschin reported that 3231 is still being worked on. Billy shared that he would like to get estimates from the body shop for 3225. The Long Valley Volunteers Association purchased a support trailer and asked if the department would be willing to register and insure it. Secretary Durgin will put this item on the agenda item for November regular meeting.
- (f) Board of Forestry Fire Safe Regulations Discussion and Possible Action. Chief Maniaci stated there have not been any new changes or adoptions made to the fire safe regulations. Chief Maniaci drafted a follow up letter to Mono County Community Development Director Wendy Sugimura concerning the overhead electrical at the Reedy Schott property. Billy Czeschin shared how the community has been sending messages to Wendy opposing the decisions being made at this property. Wendy has responded that the community needs to make an appeal. Fred Stump noted that in order for the community to effect any change to the current decisions being made, they need to go through the appeal process and pay the required fee. At that point, it will go to the Board of Supervisors for discussion. He noted that the appeal deadline is tomorrow, October 13<sup>th</sup>. Chief Maniaci stated that the above ground powerlines hinder emergency response to this property due to inaccessibility. Commissioner Brown asked if the department would like to make an appeal due to emergency response being negatively affected. Fred Stump suggested to not use public money to appeal the Planning Commission's decision. Instead, the department can provide a no will serve letter and make recommendations to the community to go through the appeal process.

6. Review of paid staff positions, duties, and pay scale and possibly make any changes deemed necessary. Chief Maniaci reported that the officers met regarding the paid staff positions. They were able to list and breakdown all duties ranging from department administration to training volunteer oversight. After discussion, the volunteer recommendation to the Board is to make an offer to Scott McGuire to take over as Fire Chief. Scott has asked Chief Maniaci to stand as interim Assistant Fire Chief. Some of the staff position changes being made include Joseph Santos and Soibian Spring becoming captains and Douglas Brooks becoming a medical captain. Compensation has yet to be discussed and determined. Chief Maniaci reported that Gerry LeFrancois has been taking on more administrative duties this past month. He recommended that Gerry be compensated accordingly. Chief Maniaci will write an

action to approve Gerry LeFrancois to sign and allocate invoices. Chief Maniaci also suggested the Scott McGuire also be compensated for taking on several Fire Chief duties this past month.

7. Discussion on possible hiring of Fire Chief. Chief Maniaci reported that Scott McGuire submitted a letter of intent to become Fire Chief. Commissioner Brown stated that if Scott is interested in becoming Chief, there is no need for an application. Chief Maniaci is in the process of drafting a contract for Scott McGuire. The Board of Commissioners agreed that there does not need to be an application. The Board directed Chief Maniaci to provide a contract for Scott McGuire to become the new Fire Chief. The contract for Fire Chief will be effective on November 1<sup>st</sup>, 2022. The Board agreed that a starting salary of \$25,000 with a six-month probation period is appropriate.
8. Board Review/ Approval of Payment Warrants since September 14<sup>th</sup> regular meeting. All Board members have reviewed the warrants since last regular meeting. Secretary Durgin confirmed that the final 2021/2022 year-end expenditures does reflect the Cascade Fire Equipment invoices. A MOTION WAS MADE BY COMMISSIONER BROWN, SECONDED BY COMMISSIONER DAY TO APPROVE THE PAYMENT WARRANTS. Motion passed 4-0.
9. Declare the pressure washer, the old air compressor, and the grease gun as surplus and approve the Fire Chief to combine those items as a lot for sale by bid. A MOTION WAS MADE BY COMMISSIONER BROWN, SECONDED BY COMMISSIONER BEVERIDGE TO DECLARE THE PRESSURE WASHER, THE OLD AIR COMPRESSOR, AND THE GREASE GUN AS SURPLUS AND APPROVE THE FIRE CHIEF TO COMBINE THOSE ITEMS AS A LOT FOR SALE BY BID. Motion passed 4-0. Chief Maniaci has created the lot and inquiries from interested parties have until Friday, October 14<sup>th</sup>, 2022 to offer the department \$1 for the said lot. All equipment will be sold as-is.
10. Develop and Adopt a Master Fee Schedule for Long Valley Fire Protection District. Chief Maniaci provided a master fee schedule to the Board. The hourly fees/rates are based on the contract Long Valley Fire has with California Office of Emergency Services. Chief Maniaci also included the US General Service Administration-Mono County Per Diem to offer in case any personnel go outside the district on assignment. The mileage reimbursement rates are based on the IRS rates. A MOTION WAS MADE BY COMMISSIONER BROWN, SECONDED BY COMMISSIONER DAY TO APPROVE AND ADOPT THE NEW MASTER FEE SCHEDULE AS PRESENTED. Motion passed 4-0.
11. Update on Education Revenue Augmentation Fund (ERAF). No news.
12. Discussion on solar panel installation at the fire station. No news.
13. Review and update the Duties, Procedures, and Responsibilities document for the Secretary to the Board. Commissioner Shaw would like to review and carry over to the next regularly scheduled meeting.

14. Secretary to the Board's Report. Secretary Durgin reported that she will be sending the final year-end stipend numbers to Commissioner Shaw and the Fire Chief for approval before creating the payout warrant. She stated that she spoke with Scott regarding volunteer Chris Klein potentially moving to an administrative role rather than being on active fire duties. When this change does take place he will be designated under a clerical class code. Secretary Durgin reported that third quarter tax reports have been submitted.
15. Review correspondence received since the last regular meeting. Secretary Durgin received a notice for a change of address for the DIY Center for future warrants. She also reported a request for refund from Silver State International concerning a credit in the amount of \$2,438.98 that needs to be addressed before the end of the month. Secretary Durgin will follow up accordingly.
16. Review and adjust current FY budget line items as necessary and accept. Commissioner Brown stated there is a new budget figure for the current fiscal year in the amount of \$418,876.00 which is an increase of \$30,766 based upon the final AB8 report sent out by Mono County. Chief Maniaci would like to allocate this increase to budget line items #100 Administrative Fees (\$5,766), #201 Utilities (\$5,000), #204 Liability Insurance (\$5,000), #205 Workers Compensation Insurance (\$5,000), and #216 Gas-Diesel (\$10,000).
17. New Business. No new business.
18. Call for Agenda items for next regular meeting. Discussion on proposed fire station in Sunny Slopes area; Review of paid staff positions, duties, and pay scale; Update on ERAF; Discussion on solar panel installation at the fire station; Authorize Long Valley Fire to pay for the registration and the insurance on the covered trailer purchased by the Long Valley Volunteer Association; Review and update the Duties, Procedures, and Responsibilities document for the Secretary to the Board.
19. Adjournment. A motion was made by Commissioner Beveridge, seconded by Commissioner Day, to adjourn the meeting and reconvene in regular session on November 9<sup>th</sup>, 2022 at 7:00 p.m. at the Long Valley Fire Station, 3605 Crowley Lake Drive, Crowley Lake, California. Motion passed 4-0.

Katie Durgin  
Secretary to the Board