



Long Valley Fire Protection District
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**MINUTES OF REGULAR MEETING
December 14th, 2022**

Date: Wednesday, December 14th, 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: Fire Chief Scott McGuire, Division Chief Fred Stump, Board Secretary Katie Durgin, Sunny Slopes Resident Hap Hazard, Dan Gordon

Others Absent: None

1. Call to order, roll call, Pledge of Allegiance, and announcements. Meeting called to order at 7:00pm. Commissioner Brown announced that Mammoth Mountain held a Length of Service Awards dinner to honor individuals who have served for 30-50+ years. Commissioner Shaw announced that the Board will be formalizing in accordance with the Brown Act the process by which individuals who wish to speak will be acknowledged. She presented guidelines outlining this process, which will be followed in all future board meetings.
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 Shaw opened the discussion with reports from fire department staff, emphasizing the need for them to focus on items that the department can currently accomplish and their associated costs. Division Chief Fred Stump reported that at the last sub-committee meeting they discussed the modifications to the drawings specifically to what side of the building the offices will be on. These modifications were emailed to the Sunny Slopes community for review. Fred believes that the Board has gathered enough information about the proposed Sunny Slopes fire station to seek preliminary feedback from the county. He recommended that the department request to add this item to the agenda of the Mono County Land Development Technical Advisory Committee (LDTAC), noting that this is a cost-free opportunity as the first requested agenda item is free of charge. This will then inform the Board on next steps. The Board agrees to have Fred obtain an agenda item request form from LDTAC.

Commissioner Brown inquired about whether anyone had reached out to Bishop Fire to examine the features and design of their two small stations, in order to determine if there were any elements worth incorporating into the plans for the proposed fire station. He asked if it would be worthwhile for the department to pursue this to ensure that the plans for the proposed station are not missing any important considerations. Fred responded that he has not contacted Bishop Fire about their stations however he has been in the new Meadow Farms fire station along highway 395. This station is configured similar to the plans of the proposed station. Chief McGuire reported that he had a conversation with Bishop Fire Chief Joe Dell, during which he shared details about the proposed Sunny Slopes fire station. Chief Dell offered to arrange a tour of their two small fire stations for Long Valley Fire personnel, in order to provide insight and guidance on the design of the proposed station. If Chief McGuire would like to have a Board member present at the walk thru, Commissioner Brown volunteered his availability. Commissioner Brown suggested that a member of the Sunny Slopes community be present at the walk thru as well. Chief McGuire informed the Board about an upcoming class on future station design that will be held in February.

Sunny Slopes resident Hap Hazard reported that a community meeting was held on December 7th. Despite several residents being unable to attend due to illness and holiday travel, the meeting was well attended. They discussed in detail everything from the legal and structural requirements to the elevation designs and floor plan for the proposed station. The group was in complete agreement with everything presented. One issue that was brought up was the ventilation systems for the diesel exhaust and emergency generator. The community requested that they be designed to vent toward the highway side. At the end of the meeting, Hap distributed comment cards and all the feedback received was positive. One comment requested the installation of a basketball hoop in the parking lot. The sub-committee also asked to have a meeting in January to further discuss siding and outdoor color options. Fred Stump noted that the formation of a Fire Safe Council has initiated. The Fire Safe Council includes residents from the Sunny Slopes community as well as all Long Valley communities. Hap Hazard and other members of the sub-committee emphasized to the Sunny Slopes community that the discussions regarding the Fire Safe Council and the proposed fire station are completely separate and unrelated. Hap Hazard will not be participating in the Fire Safe Council.

4. Approval of the Minutes of the November 9th, 2022 regular meeting. A MOTION WAS MADE BY COMMISSIONER DAY, SECONDED BY COMMISSIONER BROWN TO APPROVE THE MINUTES OF THE NOVEMBER 9TH, 2022 REGULAR MEETING. Motion passed 3 with 1 abstention. Chief McGuire verified that, in compliance with the Brown Act, the board meeting Minutes are not to be shared with the public until they are approved by the Board of Commissioners.
5. Chief's Report.
 - A. Volunteer's Report. Chief McGuire reported that Long Valley Fire covered for Mammoth Fire's Christmas party and in return, Mammoth Fire will be covering for

Long Valley Fire's Christmas party. Long Valley Fire Christmas party will be held at Convict Lake Resort on Monday, December 19th at 6:00pm.

B. Report on Current Fire Department Activities, Assignments and Schedule for potential Board direction. 11 calls since last regular meeting including numerous traffic collisions, gas leaks, and downed power lines. The gas leak and downed power lines were in the Sunny Slopes community. The most noteworthy call involved an individual driving while intoxicated. He missed the turn and sent his vehicle 50 feet off a cliff into Crowley Lake. He was able to survive and swim to shore.

C. Long Range Planning Discussion.

(a) Personnel. Chief McGuire has made some updates to the roster. There were a couple individuals who have been on the roster but have discontinued attending trainings and calls. After conversations with these individuals, he has removed them from the roster. Chief McGuire reported that trainings will be going into a slow season due to the holidays. He reported that the volunteer leadership has been working on some formalities around trainings. He has a proposal that is objective and quantifiable for volunteers to meet a certain level of criteria in order to receive a Long Valley Fire badge. Chief McGuire reported that Long Valley Fire provided an engine and a rescue vehicle to the Bill Wagner Celebration of Life. He also reported that the CalFire grant in the amount of \$4,986 was approved.

(b) Airport. No news.

(c) Geothermal. No news.

(d) Station Maintenance. Chief McGuire informed the Board that the light bulb replacement still needs to be addressed. Fred Stump mentioned the possibility of using LED bulbs that can be installed without removing the ballast. The board then discussed the details of timing and method to replace the light bulbs at the station.

(e) Vehicle and Equipment Maintenance. Chief McGuire reported that 3231 is complete. Options were discussed on how to get 3231 back to the Long Valley Fire station. Commissioner Brown inquired about an invoice from Burton's Fire referencing 3271. Chief McGuire explained that the charge controller on 3271 is going out. The invoice is a replacement charger purchase from Burton's Fire. 3200 has a transmission issue and Chief McGuire is opting to not use the vehicle until it is repaired.

(f) Board of Forestry Fire Safe Regulations Discussion and Possible Action. No news.

6. Board review/approval of payment warrants since last meeting. The Board of Commissioners reviewed payment of warrants since last regular meeting. A MOTION

WAS MADE BY COMMISSIONER BROWN, SECONDED BY COMMISSIONER DAY. Motion passed 4-0.

7. Resolution R22-03 Authorizing the Transfer of Funds for the \$20,000 CalFire Grant from the District's 320 Operating Account to the District's 321 Capitol Account. A motion was made by Commissioner Brown, seconded by Commissioner Day, authorizing the transfer of funds for the \$20,000 CalFire Grant from the District's 320 Operating Account to the District's 321 Capitol Account and waive the reading. Motion passed 4-0.
8. Oath of Office and Swearing in of Sharon Shaw and Kim Czeschin to serve as Board of Directors for Long Valley Fire Protection District, Appointment in Lieu of Election. Commissioner Czeschin is not present and has submitted her Oath of Office to Mono County Elections Office prior to the board meeting. Commissioner Brown performed the swearing in of Commissioner Shaw. Secretary Durgin will submit the Oath of Office for Commissioner Shaw to Mono County Elections.
9. Update on Education Revenue Augmentation Fund (ERAF). Chief McGuire reported that Mono County District 2 Supervisor Rhonda Duggan has expressed optimism that a resolution on ERAF can be reached this coming year. According to Chief McGuire, who spoke with Duggan, she believes that with the county's current financial leadership there is an opportunity to move this issue forward and she is willing to work towards resolving it in the coming year.
10. Discussion on solar panel installation at the fire station. No news. Carry over.
11. Secretary to the Board's Report. Secretary Durgin is working to submit all requested information for the Fetcher and Company 2021-2022 financial audit as well as the State Fund Workers Compensation year-end audit. Secretary Durgin contacted Silver State International to inquire about the status of the refund check. They indicated that several refund requests are in the process of being fulfilled but the process is taking longer than anticipated. Durgin will follow up to ensure that the refund is successfully processed.
12. Review correspondence received since the last regular meeting. Commissioner Shaw presented and signed the Engagement Letter from Fetcher and Company for the 2021-2022 financial audit. Secretary Durgin reported that according to a letter from the IRS, the department is not required to file Form 940 and should destroy any previous copies of the form. The department received a separate correspondence from the IRS regarding incorrect submissions of federal tax deposits. After consulting with the Mono County Auditor's Office, Secretary Durgin discovered that Oak Valley Community Bank did not make the deposits on time, which caused several other issues. Oak Valley Banker Linda Spinelli stated she will follow up with the IRS to make sure the deposits are applied correctly and will cover any penalty fees that may have been acquired. Secretary Durgin will request a letter from the bank explaining the mistake including a statement that they will cover penalty fees.

13. Review and adjust current FY budget line items as necessary and accept. The Board reviewed and accepted the current budget.
14. New Business. No new business.
15. Call for Agenda items for next regular meeting. Discussion on proposed fire station in Sunny Slopes area; Update on ERAF; Discussion on solar panel installation at the fire station.
16. Adjournment. A motion was made by Commissioner Brown, seconded by Commissioner Day, to adjourn the meeting and reconvene in regular session on January 11th, 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