



Long Valley Fire Protection District  
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## MINUTES OF REGULAR MEETING September 13<sup>th</sup>, 2023

Date: Wednesday, September 13<sup>th</sup>, 2023  
Time: 7:00 p.m.  
Location: 3605 Crowley Lake Drive, Crowley Lake, CA 93546

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

Members Absent: Kim Czeschin

Others Present: Fire Chief Scott McGuire, Division Chief Fred Stump, Volunteer Firefighter Paul Zastoupil, Captain Soibian Spring, Board Secretary Katie Durgin (via Google Meet), Sunny Slope resident Hap Hazard

Others Absent: None

1. Call to order, roll call, Pledge of Allegiance, and announcements. Commissioner Brown announced that he may not be present at the next Board meeting on October 11<sup>th</sup>, 2023. Commissioner Shaw announced that she and her husband closed escrow on a house in Bishop. After 29 years of dedicated service on the Board and four years as a volunteer firefighter, she will be stepping down as Chair of the Board of Commissioners. While their relocation will not take place immediately, she desired to announce her departure in advance, allowing for adequate planning in anticipation of her absence.
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.
3. Discussion on Proposed Fire Station in the Sunny Slopes Area. Commissioner Shaw opened the discussion with staff reports.

Staff Report: Division Chief Fred Stump provided a report on his recent activities. The upcoming Local Agency Formation Commission (LAFCO) meeting, scheduled for October 12<sup>th</sup> at 3pm, will include discussions regarding the adoption of the fire district parcel within the Birchim Community Services District (BCSD) jurisdiction. However, the meeting's occurrence hinges on whether the county can assemble enough board members to establish a quorum. Fred has not yet received a response from Southern California Edison (SCE). Once the LAFCO action item is complete and Long Valley Fire receives feedback from SCE, Fred and Gerry LeFrancois will need to contact Mono County to determine any additional prerequisites to decide on what

environmental document will be needed. Once these items are complete, the district can compile an application package to proceed with the Planning Commission. Fred expressed his intention to remain actively involved in supporting the fire district until the project reaches the Planning Commission stage. However, he announced that his involvement may diminish thereafter. Fred also mentioned that he forwarded to the Board BCSD's comprehensive response to the Municipal Service Review Sphere of Influence draft prepared by the county. BCSD's response contained valuable information that the county lacked. Fred recommended that Commissioner Shaw remain on the Board until Long Valley Fire is ready to review the Sphere of Influence draft.

Public Report: Sunny Slopes resident Hap Hazard provided an update on his recent efforts. In the previous meeting, Hap volunteered to address right-of-way concerns involving both Praxis and Race Communications. He has since been in communication with Raul Alcaraz, President of Race Communications, to proceed with submitting a formal request to the engineering staff regarding site diagrams. However, Hap has been unable to contact anyone from Praxis to obtain additional information. Furthermore, Hap provided an update on the potential allocation of \$100,000 from the county budget for the Station 2 project. While there were initial concerns that this funding may no longer be available, Hap has since had a conversation with District 2 Supervisor Rhonda Duggan. Hap confirmed with Rhonda Duggan that the \$100,000 allocation is still designated in the current year's budget and remains accessible for the project.

4. Approval of the Minutes of the August 9<sup>th</sup>, 2023 regular meeting. A MOTION WAS MADE BY COMMISSIONER BROWN, SECONDED BY COMMISSIONER DAY TO APPROVE THE MINUTES OF THE AUGUST 9<sup>TH</sup>, 2023 REGULAR MEETING. Motion passed 3-0 with 1 abstention.
5. Approval of the Minutes of the August 16<sup>th</sup>, 2023 Special Meeting. A MOTION WAS MADE BY COMMISSIONER BROWN, SECONDED BY COMMISSIONER DAY TO APPROVE THE MINUTES OF THE AUGUST 16<sup>TH</sup>, 2023 SPECIAL MEETING. Motion passed 3-0 with 1 abstention.
6. Chief's Report.
  - A. Volunteer Report. Volunteer Paul Zastoupil reported that there have been 16 calls since the last regular meeting with the majority being medical aid calls. He noted a call including a single vehicle traffic collision on Rock Creek. He shared that given the severe circumstances of the incident with the victim's head caught under the vehicle, the response and outcome of the incident went very well. There were no fatalities with only minor injuries. Chief McGuire shared that the crew did an amazing job lifting the vehicle from the victim. Lastly, Paul reported that the average personnel responding to calls has increased.
  - B. Report on Current Fire Department Activities, Assignments and Schedule for potential Board direction. Chief McGuire reported on an upcoming date, Saturday,

September 30th, which holds special significance as it marks the two-year anniversary of the passing of former volunteer firefighter Alex Millan. In honor of this occasion, Alex's wife and former volunteer firefighter, Carlene Millan, will be visiting Crowley to scatter his ashes. The fire district will be providing one engine and potentially more for Alex's "Last Ride" in honor of his life, service, and dedication. Other activities taking place in the community include the Crowley Fun Run scheduled for Sunday, September 24<sup>th</sup>.

C. Long Range Planning Discussion.

- (a) Personnel. Chief McGuire reported that Training Officer Pete DeGeorge, who has served on the department for 27 years, has officially sold his house and is now a resident of Idaho. Chief also reported that he is hoping with Board approval to have Long Valley Fire station become an official training location. This initiative would enable volunteers to conduct training sessions and extend the station's services to benefit both the local community and neighboring fire departments.
- (b) Airport. No news.
- (c) Geothermal. No news.
- (d) Station Maintenance. Division Chief Fred Stump provided a report regarding additional damage within the apparatus bay, specifically noting damage to the drywall in one corner. He managed to remove some of the debris through vacuuming. Additionally, there is mold present in the same area. Commissioner Brown proposed that the Board revise and update the Master Facility Plan. This suggestion will be included as an agenda item for the October Board meeting.
- (e) Vehicle and Equipment Maintenance. Chief McGuire provided an update on the new 3200, confirming that it is now fully operational and in active service. However, there are a couple of outstanding items that require attention, including the mounting of a backup camera and the return of the bumper. Besides these minor issues, the vehicle is fully equipped and prepared for duty.

Chief McGuire also shared information regarding the old 3200. Initially, discussions within the Chief's Association revolved around selling it. However, considering that Captain Soibian Spring is employed full-time as the Operations Manager at Mammoth Airport, they decided to station the old 3200 at the airport, allowing her to respond to calls from there. This decision has received approval from both Mammoth Airport and the Town of Mammoth Lakes. The only outstanding issue with the old 3200 is the need to repair the head gasket, but otherwise, it is ready for service.

Furthermore, 3231 is back in service, while 3232 is scheduled for maintenance likely after lightning season. Chief McGuire also noted that VFIS Insurance announced that they will cease offering property coverage, focusing solely on auto coverage effective November 1, 2023.

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

7. Board review/approval of payment warrants since last meeting. A MOTION WAS MADE BY COMMISSIONER BROWN, SECONDED BY COMMISSIONER DAY TO APPROVE PAYMENT WARRANTS SINCE LAST REGULAR MEETING. Motion passed 4-0.
8. Update on Education Revenue Augmentation Fund (ERAF). The remediation agreement has been approved by both Long Valley Fire Protection District and the County of Mono. This item will be removed from the agenda.
9. Discussion and possible action regarding Long Valley Fire Department newsletter. A MOTION WAS MADE BY COMMISSIONER BROWN, SECONDED BY COMMISSIONER BEVERIDGE, TO NO LONGER PURSUE A DEPARTMENT NEWSLETTER AT THIS TIME AND REMOVE THIS ITEM FROM THE AGENDA. Motion passed 4-0.
10. Secretary to the Board's Report. Secretary Durgin provided an update on various matters. Firstly, Fechter and Company have initiated the financial audit for the fiscal year 2022/2023. Commissioner Shaw has received the initial engagement letter. Additionally, Secretary Durgin is expecting to receive the audit questionnaires and sample disbursement requests shortly. Secretary Durgin plans to submit the volunteer year-end stipend payroll warrant by November 8th, 2023, to ensure that volunteers receive their payments by Thanksgiving. In early November, the Secretary will send the stipend figures to Chief for approval before including them in the payroll warrant. Lastly, the general ledger for the fiscal year 2022/2023 will be closed at the end of September. Secretary Durgin will then proceed to finalize the expenditures for that fiscal year.
11. Review correspondence received since the last regular meeting. Secretary Durgin received a Notice of Auction to the Mono County Board of Supervisors to sell tax-defaulted property. Apart from this, her correspondence has revolved around insurance matters. Secretary Durgin gave a report discussing her efforts to obtain insurance quotes on behalf of the Long Valley Fire Protection District in preparation for the upcoming insurance renewal. Chief McGuire had instructed her to contact insurance broker Ben Romo to secure a comparative quote for Long Valley Fire. To obtain this quote, Ben Romo had Secretary Durgin complete an application, which he then submitted to the McNeil insurance carrier. However, McNeil declined Ben's request as Long Valley Fire's current broker, Christian Mello, had already submitted an application to the same carrier. To secure the quote from this carrier, Ben Romo had Secretary Durgin sign a Broker of Record (BOR) document, which superseded

the involvement of the other broker and directed the quote to Ben Romo. This action unintentionally created a complex situation involving both brokers and Long Valley Fire. The original intention behind contacting Ben Romo was to conduct due diligence by seeking competitive quotes. However, the BOR document led to unforeseen complications that Long Valley Fire did not anticipate. Consequently, the existing broker, who was handling Long Valley Fire's ongoing renewal, was no longer able to work on the renewal. Discussion was made by the Board on how to proceed.

A MOTION WAS MADE BY COMMISSIONER BROWN, SECONDED BY COMMISSIONER DAY, THAT THE BOARD DETERMINE THAT THERE IS A NEED TO TAKE IMMEDIATE ACTION TO AUTHORIZE THE CHIEF AND SECRETARY TO MAKE DECISIONS ON HOW TO PROCEED IN RESOLVING THE CURRENT INSURANCE SITUATION. THE NEED FOR ACTION CAME TO THE BOARD'S ATTENTION SUBSEQUENT TO THE AGENDA BEING POSTED AND, THEREFORE, THAT THE BOARD ADD THE ITEM TO THE AGENDA [per Gov't Code 54954.2 (b)(2)]. Motion passed 4-0.

Chief McGuire believes that it would be advantageous for the department to obtain multiple competitive quotes for Long Valley Fire. He has proposed that the department communicate the situation to our current broker, Christian Mello, informing him that the department is seeking multiple quotes to secure the best rates. Chief McGuire recommends that Long Valley Fire rescind the BOR document with Ben Romo, allowing our current broker of record, Christian Mello, to obtain a quote from McNeil. Additionally, he suggests that we proceed with both brokers actively seeking competitive quotes from various carriers on behalf of Long Valley Fire. Chief noted that Ben Romo can still seek quotes from carriers that Christian Mello has not yet approached. The Board agreed with the proposed recommendations. Chief McGuire is hoping to present quotes for the Board to approve at the next regularly held Board meeting.

12. Review and adjust current FY budget line items as necessary and accept. The Chief has received the final AB8 report. The report is showing that Long Valley Fire will be receiving an excess of \$25,978. Commissioner Brown commented that in the past the Board has readjusted the budget based on the final AB8 report per recommendations of the Chief. This involves allocating the surplus funds to the specific line items that the Chief deems necessary. Chief McGuire recommended that the surplus funds be transferred to Account 321. Discussion concerning the amount of funds that will be transferred and a Resolution to transfer the funds to Account 321 will be added as an agenda item at the October Board meeting.
13. New Business. Chief suggested having discussion around creating an honorary position for Commissioner Shaw to continue as Chairman Emeritus for the department. Hap Hazard expressed his worries about the potential consequences of the substantial winter runoff resulting from the recent snowfall. He expressed uncertainty about the existence of a notification system specifically designed to address intercounty alerts in the event of dam failures. Chief McGuire informed him that there had been a collaborative interagency meeting involving all relevant agencies in Inyo and Mono

County. During this meeting, they discussed and developed an emergency plan detailing the responsibilities of each agency concerning the water systems. Hap proposed the idea of conducting a disaster drill to assess the efficiency of the notification process and to gauge the potential risks associated with the failure of the Rock Creek Canyon dam. Chief reassured him that there was an established notification plan already in place.

14. Call for Agenda items for next regular meeting. Discussion on proposed fire station in Sunny Slopes area; Discussion and planning for the transition of Board Chair leadership; Resolution for the departure of Volunteer Firefighter Pete DeGeorge; Discussion and revision of Master Facility Plan; Discussion and Resolution to transfer funds from Account 320 to Account 321; Discussion and approval of insurance quotes for upcoming renewal.
15. Adjournment. A motion was made by Commissioner Brown, seconded by Commissioner Beveridge, to adjourn the meeting and reconvene in regular session on October 11<sup>th</sup>, 2023 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