



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 April 2, 2025

Date: Wednesday, April 2, 2025

Time: 7:00 p.m.

Location: 3605 Crowley Lake Drive, Crowley Lake, CA 93546

Members Present: Lorinda Beatty, Ron Day, Kim Czeschin, Dan Gordon, David Melchior

Members Absent: None.

Others Present: Fire Chief Scott McGuire, Division Chief Fred Stump, Secretary Kathryn Durgin (via Google Meet), Rich Booher, Hap Hazard

Others Absent: None

1. Call to order, roll call, Pledge of Allegiance, and announcements. Commissioner Melchior called the meeting to order at 7:00pm. Commissioner Day led all in attendance to the Pledge of Allegiance. No announcements were made.
2. Opportunity for the 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 address was made.
3. Report and provide direction on the progress of the Sunny Slopes Station 2 project. Commissioner Melchior opened the discussion with staff reports followed by public comment.

Staff Reports: Chief McGuire reported that he received two revised site plans from R.O. Anderson Engineers for the station project. One plan includes a landscaped island across the front of the station, while the other does not include the island. Chief McGuire explained that the primary consideration is whether the island would be beneficial from an aesthetic standpoint. He further noted that excluding the island would simplify snow removal operations for the county. Chief McGuire stated that he met with the ad hoc committee and R.O. Anderson Engineers to discuss the project specifically the retaining wall and drainage components. He also reported that the county has submitted an appropriations request to Congress for project funding and that he is waiting on a response. Commissioner Day commented that it may be advisable to inform the county that the Birchim Community Services District has requested the department limit water

use where possible, which may be a relevant factor when considering the landscaped island.

Fred Stump reported that he and Chief McGuire were copied on an email from Mono County to Gerry LeFrancios, indicating that the California Environmental Quality Act (CEQA) requirement for the project is anticipated to be limited to cultural resources.

Fred Stump also reported that he recently spoke with Valerie Spake, the district representative for Senator Marie Alvarado-Gil, regarding proposed legislation—SAB 426—that would exempt most fuel reduction projects from CEQA requirements. He stated that the Senator is requesting letters of support for the bill. Fred Stump informed the Board that he has forwarded them the relevant information via blind copy and has provided a draft letter of support for review. He noted that, should the Board wish to proceed, they may add an emergency agenda item titled: “Board Consideration and Authorization of a Letter of Support for New Legislation SAB 426.” A MOTION WAS MADE BY COMMISSIONER BEATTY, SECONDED BY COMMISSIONER MELCHIOR, TO TAKE IMMEDIATE ACTION WITH RESPECT TO THE PROPOSED AGENDA ITEM, THAT THE NEED FOR ACTION CAME TO THE DISTRICT’S ATTENTION SUBSEQUENT TO THE AGENDA BEING POSTED AND, THEREFORE, THAT THE BOARD ADD THE ITEM TO THE AGENDA [Gov’t Code §54954.2 (b)(2)]. Motion passed 5-0.

Emergency Agenda Item: Board Consideration and Authorization of a Letter of Support for New Legislation SAB 426. A MOTION WAS MADE BY COMMISSIONER GORDON, SECONDED BY COMMISSIONER MELCHIOR, TO APPROVE SUPPORT AND SIGN THE PROVIDED LETTER OF SUPPORT FOR NEW LEGISLATION SAB 426. Motion passed 5-0.

Public Comment: Sunny Slopes resident Hap Hazard provided public comment, inquiring whether anyone had reviewed the cultural resource survey that had previously been completed. Chief McGuire responded that the county has confirmed that any new project requires a new cultural resource survey, regardless of prior studies. Hap Hazard further asked if there were any requirements that need to be met between the current stage and when the project goes before the Planning Commission. Chief McGuire stated that the Planning Commission requires a CEQA plan that includes a disturbed component but noted that he does not currently have a timeline for these items.

4. Approval of the Minutes of the March 12, 2025 Regular Meeting. A MOTION WAS MADE BY COMMISSIONER GORDON, SECONDED BY COMMISSIONER CZESCHIN, TO APPROVE THE MINUTES OF MARCH 12, 2025 REGULAR MEETING. Motion passed 4-0 with one abstention.
5. Chief’s Report.
  - A. Volunteer Report. Chief McGuire reported that two volunteer firefighters who had previously been inactive are returning to rejoin the department. He noted that the department has responded to six calls since the last regular meeting, the majority of

which involved traffic collisions. He stated that the department responded to the Silver Fire in Bishop and sent Engine 3231 with a crew of four personnel. He is currently working on the paperwork with CalFire for compensation for the department's participation in fighting the Silver Fire. Chief McGuire also provided additional details regarding the Silver Fire response, including information on personnel coverage, engine deployment, and challenges with radio communication.

B. Report on Current Fire Department Activities, Assignments, and Schedule for potential Board direction.

C. Long-Range Planning Discussion.

- a) Personnel. No news outside of two new volunteer additions to the roster as reported in Volunteer Report.
- b) Airport. Chief McGuire reported that he is continuing to work with the airport staff to finalize the language and fee structure for a letter to go out regarding required inspections. He provided additional details on the proposed inspection process, stating that the first inspection will be conducted as a courtesy, while a fee will be applied for a second inspection if compliance is not met. Following a failed second inspection, the property would then be placed on Fire Watch. Chief McGuire shared that, based on discussions with CalFire, the most effective method for achieving compliance is through the enforcement of inspection-related fees.
- c) Geothermal. No news.
- d) Station Maintenance. Chief McGuire reported that Mono County has confirmed a third fatality due to hantavirus, a disease transmitted through exposure to mouse droppings. He noted that all three confirmed infections have resulted in fatalities. Chief McGuire stated that, in response, he will be more closely monitoring the cleanup of mouse droppings.
- e) Vehicle and Equipment Maintenance. Chief McGuire reported that the radios in 3225 are being updated. Chief shared that he is looking into installing sirens in 3225 as well.
- f) County and Community Updates. Chief McGuire reported that he is still waiting on staff from CalFire to conduct defensible space inspections in the area.
- g) Grants. Chief McGuire reported that the Firewise Community grants have been approved. He noted that the Long Valley Fire Protection District is serving as the fiscal sponsor for two of the Firewise Communities. He stated that one of the approved grants is designated for the Sunny Slopes Firewise Community and will fund the placement of a dumpster within the community. Additionally, Chief McGuire reported that he is still waiting on quotes needed to complete the

application for the Volunteer Fire Capacity (VFC) grant through CalFire. He plans to request funding for additional personal protective equipment (PPE) under this grant.

Chief McGuire reported that he attended a meeting yesterday with an ad hoc committee formed by Mono County to discuss the future of Emergency Medical Services (EMS) within the county. Chief McGuire further reported that the Chiefs Association submitted a letter to the Mono County Board of Supervisors and the County Administrative Officer (CAO) outlining ongoing challenges with dispatch services. He noted that the letter is scheduled to be reviewed by the Board of Supervisors on April 15th and includes a formal request for the formation of a county-level ad hoc committee to explore long-term solutions to dispatch issues.

Chief McGuire also informed the Board that there is a switch in reporting software for the California State Fire Marshal. In light of this, he is evaluating whether to replace the department's existing custom-built system with a better software solution to improve reporting capabilities and ensure compliance. Discussion was made by the Board regarding current reporting processes.

During public comment, Hap Hazard acknowledged the challenges surrounding dispatch and noted that, while Chief McGuire may not have the authority to advance the issue, he could recommend that the matter be addressed through the Eastern Sierra Council of Governments (ESCOG), which brings together regional counties and cities to coordinate on shared issues.

Fred Stump added that a regional EMS study conducted in 2020 – funded by Inyo County, Mono County, and the City of Bishop – was ultimately stalled due to COVID-19 interfering with funding decisions and responsibilities. He further commented that the last comprehensive EMS review was completed in 2015 and emphasized that a new evaluation is overdue.

6. Discussion and possible action on Computer-Aided Dispatch (CAD) and Reporting Software. Chief McGuire presented a quote from ESO software for the Board's review, explaining that this platform would serve as a replacement for the department's current custom-built reporting system. Chief McGuire provided an overview of the proposed costs, estimating that the new software would range between \$4,000 and \$7,000. He stated that the platform would enhance the department's ability to generate more detailed and compliant reports. He requested budget support from the Board to move forward with purchasing a new software and asked for direction on whether the Board would prefer him to obtain additional quotes for comparison. He offered to collect and present multiple options at the next regular meeting if desired. Discussion was made by the Board. A MOTION WAS MADE BY COMMISSIONER DAY, SECONDED BY COMMISSIONER MELCHIOR, TO AUTHORIZE BUDGET SUPPORT BETWEEN \$5,000-\$7,000 TO PURCHASE A REPORTING SOFTWARE FOR THE DEPARTMENT. Motion passed 5-0.

7. First Draft of Fiscal Year 2025-2026 Budget. Chief McGuire presented the proposed 2025–2026 fiscal budget and noted two key changes from the previous year: an increase of \$5,000 in Administrative Fees to fund reporting software and a reduction in Employer Payroll Taxes from \$12,500 to \$10,000 due to being underbudget over the past several years in this line item. Chief McGuire provided an overview of district income including AB8 Adjusted revenue, Excess ERAF, ERAF Return per Mono County Agreement, and anticipated final Deposits. Chief McGuire provided an explanation regarding how the Excess ERAF and ERAF Return per County Agreement are calculated. He further reported on the total income for the current fiscal year as well as an estimated projected income for fiscal year 2025–2026. He anticipates there will be a significant surplus carried over from this year to next. Given this, he recommended the Board consider allocating surplus funds from the Operating Account into the Capital Account to support Capital Improvement Plan projects and demonstrate fiscal responsibility. He proposed creating a resolution to establish a standard procedure for evaluating and transferring surplus funds at designated times of the year. Discussion was made by the Board and all agreed with the Chief’s proposals adding it as an agenda item for next regular meeting.

Further discussion was made by the Board including Mono County pool fund interest rates and financial management options. Chief McGuire raised concerns about delays in county payment processing and suggested exploring the cost-benefit of the district managing its own funds. The Board agreed that evaluating possible financial management alternatives is worthwhile.

Hap Hazard provided public comment thanking Chief McGuire and the Board for considering the allocation of surplus funds to the Capital Account and for planning ahead for future projects, including the Sunny Slopes station. He expressed support for this approach, stating it provides a layer of protection in the event the State seeks to reallocate local funds. He further noted that, to his understanding, the county does not invest funds by individual district but rather invests the total county pool collectively. He advised the Board to carefully consider that withdrawing from county financial management may be irreversible. Fred Stump added that the county pool participates in a variety of investment options.

8. Board review/approval of payment warrants since the last meeting. A MOTION WAS MADE BY COMMISSIONER DAY, SECONDED BY COMMISSIONER GORDON TO APPROVE PAYMENT WARRANTS SINCE LAST REGULAR BOARD MEETING. Motion passed 5-0.
9. Discussion and possible action concerning the dedication of a portion of Highway 395 to former Captain Vidar Anderson. Division Chief Fred Stump provided an update on the highway dedication efforts, reporting that he received correspondence from Valerie Spake, district representative for Senator Marie Alvarado-Gil. He noted that there was uncertainty regarding how much information had been shared by the Senator’s Office with the Assemblyman and stated he would follow up with the provided contact to seek clarification. Fred Stump acknowledged that the department is approaching two years into the approval process and continues to encounter challenges. He advised the Board



that they could either pause the effort or continue pursuing the dedication. He expressed his belief that the effort remains worthwhile and requested direction from the Board. The Board agreed to continue pursuing the highway dedication.

10. Discussion and action on refurbishment of the Memorial Garden. No news.
11. Board Secretary Report. Secretary Durgin provided an update on administrative activities since the last regular meeting. She reported that the Fechter Financial Auditor reached out with another request for payroll information which has since been submitted. She shared that Courtney Stephens is the point of contact for the audit, and she has said that this should be the last request for information before finalizing the audit. Secretary Durgin noted that payroll will be run the week of April 14<sup>th</sup>. She shared her current activities include completing the Quarterly Tax Reports for quarter one of 2025, as well as the 2024 Government Compensation in California Report.
12. Review correspondence received since the last regular meeting. Secretary Durgin reported on recent correspondence, including a notice regarding Form 700 filings and a past due notice from Volunteer Fireman's Insurance Services (VFIS). She confirmed that the VFIS payment has already been made and, after following up with the department's insurance broker Simone Mello earlier today, verified that the account is paid in full through September of this year.
13. Review and adjust current fiscal year budget line items as necessary and accept. Chief McGuire noted that there is an overage in Office Supplies, however, there has not been anything spent toward Dispatch Office. The Board determined that there are no significant budget changes that need to be made at this time.
14. New business and Board member reports. No news.
15. Call for Agenda items for the next regular meeting. Staff report on the progress of the Sunny Slopes Station 2 project; Discussion and action on refurbishment of the Memorial Garden; Discussion and possible action concerning the dedication of a portion of Highway 395 to former Captain Vidar Anderson; Second Look at Fiscal Year 2025-2026 Budget; Discussion and possible action on transfer of surplus funds; Board Discussion and possible action on district financial structure. Any agenda item for Special District Ad Hoc Request Representative?
16. Adjournment. A motion was made by Commissioner Day, seconded by Commissioner Czeschin, to adjourn the meeting and reconvene in regular session on May 14, 2025 at 7:00pm at the Long Valley Fire Station, 3605 Crowley Lake Drive, Crowley Lake, California. Motion passed 5-0.

Katie Durgin  
Secretary to the Board  
Long Valley Fire Protection District