



Long Valley Fire Protection District  
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**MINUTES OF REGULAR MEETING**  
**August 13, 2025**

Date: Wednesday, August 13, 2025

Time: 7:00 p.m.

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

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

Members Absent: None

Others Present: Fire Chief Scott McGuire, Division Chief Fred Stump, Equipment Manager and Captain Billy Czeschin, Secretary Kathryn Durgin (via Google Meet), Hap Hazard, Donna Blackman, Richard Booher

Others Absent: None

1. Call to order, roll call, Pledge of Allegiance, and announcements. Commissioner Beatty called the meeting to order at 7:04pm. Commissioner Gordon led all in attendance to the Pledge of Allegiance. No announcements were made.
2. CLOSED SESSION: Public Employee Appointment (Gov't Code §54957). A MOTION WAS MADE BY COMMISSIONER GORDON, SECONDED BY COMMISSIONER MELCHIOR, TO ENTER CLOSED SESSION AT 7:06PM TO CONDUCT PUBLIC EMPLOYEE INTERVIEWS AND DISCUSS APPLICANTS FOR THE CURRENT BOARD COMMISSIONER VACANCY. Motion passed 4-0. The Board conducted interviews with two candidates to fill the Board Commissioner open seat. No action was taken in Closed Session.
3. Report out of Closed Session/Possible Action on Board Seat Appointment. A MOTION WAS MADE BY COMMISSIONER GORDON, SECONDED BY COMMISSIONER CZESCHIN, TO RECONVENE INTO OPEN SESSION AT 7:56PM. Motion passed 4-0.

Commissioner Beatty announced that the Board has decided to appoint Donna Blackman to fill the vacant Board Commissioner seat. A MOTION WAS MADE BY COMMISSIONER MELCHIOR, SECONDED BY COMMISSIONER GORDON, TO APPOINT DONNA BLACKMAN TO THE LONG VALLEY FIRE PROTECTION DISTRICT BOARD OF COMMISSIONERS TO FILL THE BALANCE OF THE UNEXPIRED TERM ENDING NOVEMBER 30, 2028. Motion passed 4-0. Secretary

Durgin will connect with Mono County Clerk Recorder Queenie Bernard to acquire the Oath of Office paperwork. The Oath of Office will be administered at the September Regular Board meeting.

4. 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. Hap Hazard reported that Sunny Slopes resident Becky Davis was unable to attend the meeting as she and her family are in San Diego for the return of her son and his fleet from deployment in the Middle East.
5. Report and provide direction on the progress of the Sunny Slopes Station 2 project. Commissioner Beatty opened the discussion with staff reports followed by public comment.

Staff Reports: Chief McGuire reported that funding for the cultural study survey has been repeatedly delayed and that the district is still waiting on Mono County to assign a consultant. Division Chief Stump added that the survey window is closing as winter approaches. Commissioner Beatty asked if the Board could take action to help expedite the process. Chief McGuire suggested sending a letter to the Mono County CAO noting that, although the district has been tasked with having a shovel-ready project, the primary delay is the county's inability to follow through in a timely manner. Chief McGuire explained that the district first contacted the county in February or March, with a Request for Proposal deadline of June 20, 2025. According to Chief McGuire, two proposals were received but not forwarded to the district until June 23. Chief McGuire shared that the district responded the next day with its selection, but no further progress has been made by the county. Discussion was held among the Board regarding this timeline and the need to move forward with assigning a consultant for the cultural study.

Public Comment: Sunny Slopes resident Hap Hazard commented that Governor Newsom recently signed two bills. He stated that the first, which received more press, addressed environmental assessment requirements for affordable housing. He further shared that the second, which received less attention, aimed to release certain environmental requirements for public projects. Hap stated that the Sunny Slopes project may fall under the second bill and suggested that the district review the new legislation to determine if the exemption applies.

Chief McGuire noted that since the project is seeking federal funding, the environmental study is a federal requirement rather than a state issue. He stated that the district will be required to complete the work at the federal level regardless of any state exemptions. A MOTION WAS MADE BY COMMISSIONER GORDON, SECONDED BY COMMISSIONER MELCHIOR, TO AUTHORIZE A LETTER FROM THE LONG VALLEY FIRE BOARD OF COMMISSIONERS TO MONO COUNTY REGARDING THE CULTURAL STUDY ISSUE AND TO GRANT PERMISSION TO THE CHIEF TO CONTACT OUTSIDE SOURCES FOR THE CULTURAL STUDY. Motion passed 4-0.

6. Approval of the Minutes of the July 9, 2025 Regular Meeting. A MOTION WAS MADE BY COMMISSIONER MELCHIOR, SECONDED BY COMMISSIONER CZESCHIN, TO

APPROVE THE MINUTES OF JULY 9, 2025 REGULAR MEETING. Motion passed 4-0.

7. Chief's Report.

- A. Volunteer Report. Chief McGuire reported on district activities since the last regular meeting. He stated that there have been 17 calls, most within the district, consisting primarily of EMS calls along with some fire and traffic collision responses. He noted that calls remain about 10% above last year's totals. Chief McGuire further reported that average volunteer response has decreased to 6.8 volunteers per call. He stated that volunteers have completed wildland training and are currently training on gas detectors and touring the geothermal plant. He added that on training nights with low attendance, volunteers have focused on station maintenance.
- B. Report on Current Fire Department Activities, Assignments, and Schedule for potential Board direction. Chief McGuire reported that installation of the FirstDue program for the new Computer-Aided Dispatch (CAD) and operations software is in progress. He provided a brief explanation of the program and the benefits of transitioning to this system. Chief McGuire further reported that Secretary Durgin has been working on records inventory. Chief McGuire stated that the district has participated in two radio meetings with Mono County personnel to address communication challenges and that a separate California Radio Interoperability System (CRIS) working group is now scheduled to meet. He added that, after several months of delay, discussions on regional dispatch among Inyo, Forest Service, Bishop Fire, Bishop Police Department, and other districts are finally moving forward. Chief McGuire also reported that he has been invited to provide a community training for the Aspen Springs Firewise community in September.
- C. Long-Range Planning Discussion.
- a) Personnel. No news.
  - b) Airport. No news.
  - c) Geothermal. No news.
  - d) Station Maintenance. Chief McGuire noted that he is waiting on the flagpole in the Memorial Garden to be finished.
  - e) Vehicle and Equipment Maintenance. No news.
  - f) County and Community Updates. Chief McGuire reported that Mono County Board of Supervisors approved the Memorandum of Understanding (MOU) between Mono County and all the fire districts.

Chief McGuire reported that progress on the CRIS radio system has been very slow and that districts are facing major communication challenges during the transition. He stated that while California Governor's Office of Emergency Services (CalOES) locations are operational, districts are unable to reliably

communicate. He highlighted a recent wildfire near White Mountain Fire District as an example of these challenges, explaining that despite brand new county-installed radios, White Mountain Fire was unable to communicate with Inyo Forest. He stressed that the county needs to take ownership of these issues.

Commissioner Beatty asked if there is a higher authority the district could contact to help expedite the installation. Chief McGuire stated that the Deputy CAO has been proactive, but according to Chief, he expressed concern that the county may continue working with the same consultants who contributed to the current problems. He reported that at the next Mono County Fire Chiefs Association meeting he intends to propose that the Association take over operation of the Legacy fire communication system to ensure a backup if CRIS fails. He further stated that, despite county objections, the district will pursue a repeater frequency through the Federal Communications Commission (FCC) and Forest Service to establish a reliable command channel.

Public comment was received from Donna Blackman, who stated she understands the importance of maintaining the Legacy system but asked if the Chiefs Association could take the lead on implementing CRIS. Chief McGuire responded that the Chiefs have been working with CRIS personnel on plans, frequencies, and operations, but noted that some agencies oppose CRIS while others support it. He explained that because CRIS is a state agreement, the county holds the legal and financial authority and will not give up control of programming or decision-making. He added that although he hopes the system will ultimately succeed and improve over the next 5-10 years, he emphasized that the districts and county cannot wait that long and that a reliable system is needed now to ensure public safety.

Further discussion was held among the Board members and meeting attendees. Chief McGuire recommended that the Board send a letter to the Civil Grand Jury to address these challenges. Commissioner Beatty asked how the Board could best support the Chief. Chief McGuire shared that applying consistent pressure on the Mono County Board of Supervisors, along with a letter to the Civil Grand Jury, would be beneficial. The Board agreed to write a letter to the Civil Grand Jury and to copy the Mono County Board of Supervisors, the Mono County Fire Chiefs Association, the National Fire Chiefs Association, and the Office of Emergency Services.

g) Grants. Chief McGuire reported that the Office of Traffic Safety (OTS) grant was approved. He shared that he is waiting on the signature document to come through, once signed, the district is approved to purchase the extrication equipment after October 1. Chief McGuire also reported that the district was approved for the Whitebark Institute grant for deployable hose packs. Chief provided an explanation of the testing of the hose packs, costs involved, and the benefit of having them.

8. Discussion and possible action on managing district funds. Chief McGuire reported that the goal remains to get Secretary Durgin fully trained and confident in using

QuickBooks Online, not only for payroll but also for entering all district transactions, before any decision is made on creating a separate checking account for operations. Secretary Durgin stated that she had followed up with Shannon LeGrand regarding the requirements for the district to establish its own checking account. She explained that Shannon had consulted with Janet Dutcher on the matter and then relayed Janet's response, which Secretary Durgin shared with the Board. The response indicated that because the district does not have a Bonded Treasurer approved by the Mono County Board of Supervisors, it cannot open an outside bank account. Commissioner Beatty requested that Secretary Durgin forward her the email from Shannon and stated she would like to seek a second opinion.

9. Discussion and possible action concerning the dedication of a portion of Highway 395 to former Captain Vidar Anderson. Division Chief Fred Stump reported that he received an email from Legislative Director Belle Castro in Assemblymember Tangipa's office indicating a willingness to sponsor legislation. He stated that he forwarded the email as a blind copy to the members of the Long Valley Fire Board. Fred further reported that the next step is for District 2 Supervisor Rhonda Duggan and himself to meet with Belle Castro this month, and he stated that he will follow up with her to arrange the meeting so the process can move forward.
10. Discussion and consideration of resolution honoring former Commissioner. Secretary Durgin asked the Board if they would be in support of having a resolution honoring the service of former Commissioner Ron Day. The Board agreed to have a resolution drafted for the next regular meeting.
11. Board review/approval of payment warrants since the last meeting. A MOTION WAS MADE BY COMMISSIONER GORDON, SECONDED BY COMMISSIONER CZESCHIN, TO APPROVE PAYMENT WARRANTS SINCE LAST REGULAR BOARD MEETING. Motion passed 4-0.
12. Board Secretary Report. Secretary Durgin reported on activities since the last regular meeting. She stated that she has contacted three records management companies to explore digitizing district records, two of which were recommended by Dane Wadle, CPFO for the California Special Districts Association. She noted that she has already met with Complete Paperless Solutions, a reseller of Laserfiche, and has a meeting scheduled with SyTech Solutions next week. She also reported that she reached out to Laserfiche directly, as recommended by Mono County Assessor Barry Beck, whose office uses the software. Secretary Durgin is working to schedule a DEMO in which she hopes two Board Commissioners can participate. Once these meetings are complete, she will have a better idea of which option is most affordable and fits the district needs. Commissioner Beatty suggested forming a small committee of Secretary Durgin, Commissioner Czeschin, and Commissioner Blackman to review records management software options. The Board agreed to this request.

Secretary Durgin further reported that she received a Public Records Act request from Civic IQ Inc. for electronic records of district vendors and purchases dating back to 2022. She confirmed that she issued an Acknowledgement of Receipt within the required 10-day period. She explained that because the district does not maintain

this information electronically, she contacted the county, which quoted a fee of \$123/hour (1-2 hours estimated) to generate the report. After being informed of the fee, the requestor declined to move forward, and the PRA request was closed.

Secretary Durgin reported that she will process payroll next week as usual. She also stated that she continues to take QuickBooks Online ProAdvisor training in hopes to expand the district's use of QuickBooks beyond payroll to include all transactions. Lastly, she reported that she will be submitting the Volunteer Length of Service Award report this month.

13. Review correspondence received since the last regular meeting. Secretary Durgin reported that she has been corresponding with Linde Gas & Equipment regarding a late notice on an invoice that had already been paid. She explained that on their end, the payment was mistakenly applied to another fire district's account and that she is working with a Team Lead at Linde to resolve the issue. She further reported that she and Chief McGuire received the Renewal Questionnaire from George Petersen Insurance Agency earlier today for the upcoming liability insurance renewal.
14. Review and adjust current fiscal year budget line items as necessary and accept. No adjustments were made to the budget.
15. New business and Board member reports. Chief McGuire requested an emergency item be added to the agenda with a need to take immediate action with respect to approving and signing the MOU between Mono County and the Long Valley Fire Protection District. The need for action came to the district's attention subsequent to the agenda being posted and, therefore, the Board added the item to the agenda (per Gov't Code §54954.2). A MOTION WAS MADE BY COMMISSIONER MELCHIOR, SECONDED BY COMMISSIONER GORDON, TO APPROVE AND SIGN THE MEMORANDUM OF UNDERSTANDING BETWEEN MONO COUNTY AND THE LONG VALLEY FIRE PROTECTION DISTRICT. Motion passed 4-0.
16. Call for Agenda items for the next regular meeting. Commissioner Blackman Oath of Office; Resolution honoring former Commissioner Ron Day; Staff report on the progress of the Sunny Slopes Station 2 project; Discussion and possible action concerning the dedication of a portion of Highway 395 to former Captain Vidar Anderson; Discussion and possible action on managing district funds.
17. Adjournment. A motion was made by Commissioner Czeschin, seconded by Commissioner Beatty, to adjourn the meeting and reconvene for regular session on September 10, 2025 at 7:00pm at the Long Valley Fire Station, 3605 Crowley Lake Drive, Crowley Lake, California. Motion passed 4-0.

Katie Durgin  
Secretary to the Board  
Long Valley Fire Protection District