



Long Valley Fire Protection District
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MINUTES OF REGULAR MEETING July 1, 2026

Date: Wednesday, July 1, 2026

Time: 7:00 p.m.

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

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

Members Absent: None

Others Present: Fire Chief Scott McGuire (via Google Meet), Division Chief Fred Stump, Equipment Manager Billy Czeschin, Secretary Kathryn Durgin (via Google Meet)

Others Absent: None

1. Call to order, roll call, Pledge of Allegiance, and announcements. The meeting was called to order at 7:10pm. Roll call was taken. Commissioner Blackman 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. Public did not address the Board.
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 provided an update on the Sunny Slopes Fire Station project, sharing that progress continues to be made. He shared that a meeting with the Mono County Land Development Technical Advisory Committee (LDTAC) is scheduled for July 6, followed by a public hearing with the Mono County Planning Commission on July 17. He provided additional information about both meetings and shared that he will be traveling during that time but plans to call in if possible. He recommended that one or two Board members attend both meetings. Division Chief Fred Stump shared that he will be present at both meetings.

4. Approval of the Minutes of June 10, 2026 Regular Meeting and the Minutes of June 24, 2026 Special Meeting. A MOTION WAS MADE BY COMMISSIONER GORDON, SECONDED BY COMMISSIONER CZESCHIN, TO APPROVE THE MINUTES OF JUNE 10, 2026, REGULAR MEETING AND THE MINUTES OF THE JUNE 24, 2026 SPECIAL MEETING. Motion passed 5-0.
5. Chief's Report.
 - A. Volunteer Report. Chief McGuire shared that the department has not had as many calls as usual for this time of year. He reported that there have been five calls since the last regular meeting, with an average personnel response of 8.4 members per call. He provided an overview of the calls, including two medical calls and a multi-patient critical injury incident involving a quad vehicle at Crowley Lake. Chief McGuire shared additional details about the Crowley Lake incident, including the response and the decisions made to transport the patients to the hospital for further care.
 - B. Report on Current Fire Department Activities, Assignments, and Schedule for potential Board direction.
 - C. Long-Range Planning Discussion.
 - a) Personnel. Chief McGuire shared that he has been traveling quite a bit and will be gone through July 6. He thanked Billy Czeschin and the others who have provided Duty Chief coverage during this time. Regarding training, Chief McGuire shared that the department has been working on cross training opportunities with CalFire. Equipment Manager Billy Czeschin shared that a department crew traveled to Bishop last Saturday to train with CalFire. He also shared that Training Officer Paul Zastoupil coordinated with CalFire to come to the station on Thursday for additional training.
 - b) Airport. Chief McGuire shared that there is no significant news to report. He noted that CalFire is currently present at the airport and that the runway work is expected to be completed soon, with no pressing issues at this time. Commissioner Melchior shared that CalFire has signed a three-year contract and will be remaining present at the airport for the duration of that agreement.
 - c) Geothermal. No news.
 - d) Station Maintenance. No news.
 - e) Vehicle and Equipment Maintenance. Equipment Manager Billy Czeschin shared that progress continues on the new 3225. He reported that they are waiting for the radio technician to install the radios and emergency lights, while he continues to work on installing the remaining equipment. He also shared that he has started the paperwork to transfer the old 3225 to the sewer district. Regarding 3282, Billy

shared that it is currently in Modesto for repairs. He provided additional details on the repairs and reported that the apparatus is expected to return within the next couple of weeks.

- f) Pack Fire Update. Chief McGuire shared that the Pack Fire cleanup has started and provided additional details on the areas being addressed.
- g) County and Community Updates. Chief McGuire shared that the agreement for the radio system update at the Wilfred site is still pending and is one of the upcoming items the district will need to address. Commissioner Beatty shared that she will be sending the agreement to Chief McGuire soon. Chief McGuire also reported that the Grand Jury report regarding complaints about dispatch operations has been released. He provided additional details on the report and its outcome.
- h) Grants. Chief McGuire reported that the district has submitted a 2025–2026 Assistance to Firefighters Grant (AFG) application for a Type 1 engine. He also shared that the district was awarded a Whitebark Institute grant for hose packs to support the Sunny Slopes area. He reported that equipment has been ordered, with the toolbox received and the hose and nozzle components shipped and expected to arrive soon. Equipment Manager Billy Czeschin shared that there was an issue during the purchasing process in which some items were paid twice, once through the county warrant process and again on the Cal Card. He reported that the issue has been resolved and the credit card account will be credited for the duplicate purchases. Chief McGuire emphasized the importance of keeping credit card purchases separate from invoices that are to be processed through the County warrant system to help prevent similar issues in the future.

- 6. Resolution R26-09, A Resolution of Appreciation for Fire Chief Scott McGuire. Commissioner Melchior read the resolution aloud in honor of Fire Chief Scott McGuire. The Board thanked Chief McGuire for his service and dedication. A MOTION PASSED BY COMMISSIONER BEATTY, SECONDED BY COMMISSIONER GORDON, TO APPROVE RESOLUTION R26-09 APPRECIATION FOR FIRE CHIEF SCOTT MCGUIRE. No public comment. Motion passed 5-0.
- 7. Discussion and possible action concerning the dedication of a portion of Highway 395 to former Captain Vidar Anderson. Division Chief Fred Stump reported that the legislation has passed the State Senate. He shared that the Senate version differs slightly from the version passed by the State Assembly and is now in the reconciliation process. He further shared that once reconciliation is complete, the legislation will go to the Governor's desk. Division Chief Stump shared that after that process, the district should expect to hear from Caltrans regarding next steps for the dedication. No public comment.
- 8. Discussion and possible action on managing district funds. Secretary Durgin reported that the County Finance Department approved the new Eastern Sierra Bank account for QuickBooks Online automated payroll tax payments. She thanked Commissioner

Czeschin for going to the bank and getting the account set up and shared that she and Commissioner Czeschin are the authorized signers on the account. Secretary Durgin noted that she learned QuickBooks Online may withdraw payroll taxes within three days of running payroll, which is not enough time for the county to transfer funds into the account before the payment is made. Because of this, she shared that the county will make an initial \$3,000 deposit into the account to cover payroll tax payments. She noted that the July payroll tax amount is higher due to the Duty Chief coverage payouts. She also shared that she did mention in her correspondence with county finance staff the possibility of using the account for operational purposes through quarterly fund transfers, however county staff decided to move forward with the initial payroll tax buffer instead. Chief McGuire suggested allowing the payroll process to run through a few cycles before revisiting the possibility of using the account for operational purposes beyond payroll taxes. He also shared that, now that the Grand Jury report is complete, Chris Beck should be available to discuss the matter further with the district.

9. Board review/approval of payment warrants since the last meeting. The Board reviewed payment warrants issued since the last regular meeting. A MOTION WAS MADE BY COMMISSIONER BEATTY, SECONDED BY COMMISSIONER CZESCHIN, TO APPROVE PAYMENT WARRANTS SINCE THE LAST MEETING. Motion passed 5-0.
10. Board Secretary Report/Report on Records Management. Secretary Durgin reported that she and Commissioner Blackman met with the SyTech Solutions team to review the department's records indexing in 1DocStop. She shared that the indexing appears user-friendly and that the next step will be transferring OneDrive documents into 1DocStop for backup and accessibility. Secretary Durgin also shared that she continues to work toward using QuickBooks Online to track all expenditures, rather than only payroll. She noted that this project has taken a lower priority due to more pressing matters but plans to continue working on it as time allows. Secretary Durgin reported that July payroll will be processed the week of July 15 and will include Quarter 2 Duty Chief coverage and the June Special Meeting. She also shared that the quarterly payroll tax reports became available today and will be submitted soon. Secretary Durgin shared that she met with John Kokado, Division Chief Stump, and Gerry LeFrancois to review the county warrant process. Following the meeting, she reviewed the department's administrative procedures saved on OneDrive and found that several are outdated. She shared that she plans to update the procedures as time allows to help improve administrative processes. Secretary Durgin also shared that she will be on vacation in Utah from July 23 through July 27 but will have her laptop with her if anything comes up.
11. Review correspondence received since the last regular meeting. Secretary Durgin reported that the department was selected for a Grant Performance Review for the Office of Traffic Safety (OTS) Grant awarded for Fiscal Year 2025–2026. She shared that she is working with Chief McGuire to prepare for the review, which is scheduled for July 15.
12. Review and adjust current fiscal year budget line items as necessary and accept. Chief McGuire reviewed the budget line items that are currently over budget. He shared that line item #301 Turnouts is over budget because the department has not yet received

reimbursement for a CalFire grant. He noted that no budget changes are needed at this time. Secretary Durgin asked when the Board would like to discuss and take action on transferring excess funds from the operating account to the Capital Account for capital improvement projects. Chief McGuire shared that October would be a good time to bring the item forward since the county closes the fiscal year general ledger at the end of September. No changes were made to the current fiscal year budget, and no action was taken by the Board.

13. New business and Board member reports. No reports.
14. Call for Agenda items for the next regular meeting. Report and provide direction 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.
15. **Closed Session:** Public Employee Appointment (Government Code 54957), Title: Position of Fire Chief. A MOTION WAS MADE BY COMMISSIONER BEATTY, SECONDED BY COMMISSIONER GORDON, TO ENTER INTO CLOSED SESSION AT 7:50PM. Closed session took place. A MOTION WAS MADE BY COMMISSIONER BEATTY, SECONDED BY COMMISSIONER BLACKMAN TO ENTER INTO OPEN SESSION AT 8:04PM. Discussion was made by the Board regarding the Position of the Fire Chief with no action taken.
16. Adjournment. A motion was made by Commissioner Beatty, seconded by Commissioner Gordon, to adjourn the meeting and reconvene in regular session on August 12, 2026, 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