



Kelseyville Fire Protection District

BOARD OF DIRECTORS
Regular Meeting Minutes
September 18, 2024, at 9:00 a.m.
4020 Main Street
Kelseyville, CA 95451

1. **CALL TO ORDER:** 9:02 a.m. on September 18, 2024.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL (X-PRESENT, A-ABSENT, E-EXCUSED)**

A	Director Brookes
X	Director Lauenroth
X	Chairperson Maddox
X	Vice Chairperson Rohner
X	Director Villalobos

4. **SPECIAL AGENDA ITEMS: CITIZEN'S INPUT** – The Board allowed public comment without any response.

5. **CONSENT ITEMS**

- Vice Chairperson Rohner motioned to approve the agenda. Director Lauenroth seconded the motion. Motion Passed
Ayes: 4
Noes: 0
Absent: 1
Abstain: 0
- Vice Chairperson Rohner motioned to approve the August 22, 2024, minutes. Director Villalobos seconded the motion. Motion passed.
Ayes: 4
Noes: 0
Absent: 1
Abstain: 0
- Vice Chairperson Rohner motioned to approve the warrant register and pay the bills for September 2024. Director Villalobos seconded the motion. – Motion Passed.
Ayes: 4
Noes: 0
Absent: 1
Abstain: 0

6. **CORRESPONDENCE AND COMMUNICATIONS**

- None

7. DIRECTOR'S REPORT

- Director Villalobos asked Chief Huggins how the mutual aid system works. Chief Huggins gave a brief overview of the districts' agreement.
- Discussion of the most recent fires in the area.

8. PROFESSIONAL FIREFIGHTER'S REPORT

- None

9. FIRE PREVENTION OFFICER'S REPORT

- Prevention Officer Bleuss gave an update on the Konocti Christian Academy and the new apartment complex on Gaddy Lane

10. FIRE CHIEF'S REPORT

- Engine 5531 has sustained more heat damage from the 20th Street fire in Lakeport, claim has been already filed with the State for the heat damage while the engine was on assignment. No response has been received. The Chief will send it out for repair when the fire season dies down.
- The apparatus bay door on the old station side broke and shattered the glass on the top of the door. New doors have been ordered and will be solid doors vs the ones with the glass. Doors will be replaced on both sides. Apparatus Bay Door #1 on the new station side is out of service with parts on order.
- The Chief reported on the Boyles Fire in Clearlake. Chief was the incident command for day two of the fire to support Chief 700.
- The Chief reported on the Harbor Fire in the Kelseyville Riviera. Aircraft response was almost immediate due to resources being in the county for the Boyles fire.
- Firefighter/Paramedic Nicki Jones has resigned from the district. Nicki expressed to the Chief how hard the decision was, but it was the right move for her family.
- Sam West will be starting his Paramedic Internship with Captain Helm in the beginning of October.
- Chief Huggins will be on vacation, out of state, starting on September 21st.
- Chief Huggins gave the revenue recap report from H.S.I

11. REGULAR AGENDA ITEMS:

- Considered and adopted Ordinance No. 2025-01, Establishing Informal Bidding Procedures in accordance with the Uniform Public Construction Cost Accounting Act. Held the second reading by title only. Motion made by Chairperson Maddox. Motion seconded by Vice Chairperson Rohner. Motion passed.
Ayes: 4
Noes: 0
Absent:1
Abstain:0
- Discussed and Approved Resolution 2025-02, a resolution approving the agreement with the California Department of Forestry and Fire Protection for the Volunteer Fire Capacity Program of the Cooperative Fire Assistance Act of 1978 during the State Fiscal Year 2024-25 up to and no more than the amount of \$3,777.27 and authorize Chief Joey Huggins to sign on behalf of the district. Motion made by Director Lauenroth. Motion seconded by Vice Chairperson Rohner. Motion passed.
Ayes: 4
Noes: 0
Absent:1

Abstain:0

- Discussed and Approved the FY 2023-24 Annual and 5-year Fire Mitigation Fees Report. Motion made by Chairperson Maddox. Motion seconded by Director Lauenroth. Motion passed.

Ayes: 4

Noes: 0

Absent:1

Abstain:0

Adjourned at 9:34 a.m.

Attest:

Kristina Navarro

Kristina Navarro, Clerk of the Board

Beau Maddox

Beau Maddox, Chairperson of the Board

October 16, 2024

Date