



# Kelseyville Fire Protection District

BOARD OF DIRECTORS  
Regular Meeting Minutes  
February 19, 2025, at 9:00 a.m.  
4020 Main Street  
Kelseyville, CA 95351

1. **CALL TO ORDER:** 9:05 a.m.

2. **PLEDGE OF ALLEGIANCE**

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

A Director Brookes  
X Director Lauenroth  
E 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**

- Director Lauenroth motioned to approve the agenda. Director Villalobos seconded the motion.  
Motion Passed  
Ayes: 3  
Noes: 0  
Absent: 2  
Abstain: 0
- Motioned to approve the January 15, 2025 minutes. Tabled – Rohner was not present at the January meeting, Director Brookes was not present at the meeting – No quorum  
Ayes:  
Noes:  
Absent:  
Abstain:
- Director Villalobos motioned to approve the warrant register and pay the bills for February 2025. Director Lauenroth seconded the motion. – Motion Passed.  
Ayes: 3  
Noes: 0  
Absent: 2  
Abstain: 0

6. **CORRESPONDENCE AND COMMUNICATIONS**

- None

7. **DIRECTOR'S REPORT**

- Director Lauenroth asked Chief Huggins about the Burn Trailer and plans for out-of-county travel. The out-of-county training for the burn trailer is uncertain at this point.

## **8. PROFESSIONAL FIREFIGHTER'S REPORT**

- None

## **9. FIRE PREVENTION OFFICER'S REPORT**

- Bleuss is at the Middletown School District performing inspections.

## **10. FIRE CHIEF'S REPORT**

- Chief Huggins gave an update on the Palisades Incident
- Engine 5531 is still being repaired – Classic Auto Body finished painting the new parts that had been damaged.
- Water Tender 5511 is in Vacaville for tank plumbing warranty repair, unknown how long it will be gone.
- Bridges Construction is working on leaks that occurred during the last rainstorm in Rooms 1 and 2.
- Chief Sapeta and Chief Huggins went to the Williams Fire Board Meeting on February 18<sup>th</sup> to give a Proclamation for their constant mutual aid support.
- Sam West was introduced as the district's new hire in the role of Firefighter/Paramedic.
- Chief Huggins will be interviewing Tanner Clark this coming week for the Sole Role Paramedic
- Chief Huggins reviewed the call statistics and ambulance billing revenue.

## **11. REGULAR AGENDA ITEMS:**

- a) Discussed and approved Resolution 2025-07, a resolution to approve and adopt a salary schedule in compliance with Title 2 of the California Code of Regulations section 570.5 and the California Public Employees; Retirement System (CALPERS) – Added Sole Role Paramedic to the salary schedule.  
Director Lauenroth made a motion to approve, which was seconded by Director Villalobos. The motion passed.  
Ayes: 3  
Noes: 0  
Absent: 2  
Abstain: 0
- b) Discussed and approved Resolution 2025-08, a resolution to increase reserves as a result of the participation in the State Intergovernmental Transfer Program (IGT).  
Director Lauenroth made a motion to approve, which was seconded by Director Villalobos. The motion passed.  
Ayes: 3  
Noes: 0  
Absent: 2  
Abstain: 0
- c) Discussed and approved additional Calpers payment of \$7,558.67 on behalf of Scott Crawford due to a district error that occurred in 2017.  
Director Rohner made a motion to approve, which was seconded by Director Lauenroth. The motion passed.  
Ayes: 3  
Noes: 0  
Absent: 2  
Abstain: 0

Adjourned at 9:44 a.m.

**Attest:**

*Kristina Navarro*

**Kristina Navarro, Clerk of the Board**

**March 19, 2025**

**Date**

*Beau Maddox*

**Beau Maddox, Chairperson of the Board**