



# Kelseyville Fire Protection District

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

1. **CALL TO ORDER:** 9:12 a.m.

2. **PLEDGE OF ALLEGIANCE**

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

A Director Brookes  
X Director Lauenroth  
X Chairperson Maddox  
E 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 with the removal of items 11b and 11e. Director Villalobos seconded the motion.  
Motion Passed  
Ayes: 3  
Noes: 0  
Absent: 2  
Abstain: 0
- Chairperson Maddox motioned to approve the February 19, 2025 minutes. Director Villalobos seconded the motion  
Motion Passed  
Ayes: 3  
Noes: 0  
Absent: 2  
Abstain: 0
- Chairperson Maddox motioned to approve the warrant register and pay the bills for March 2025. Director Lauenroth seconded the motion. – Motion Passed.  
Ayes: 3  
Noes: 0  
Absent: 2  
Abstain: 0

6. **CORRESPONDENCE AND COMMUNICATIONS**

- Thank you letter from Lake County Special Olympics and KCA.

## **7. DIRECTOR'S REPORT**

- None.

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

- Submitted letter to open negotiations for the upcoming MOU. Presented by Negotiators Helm and Rosenthal.

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

- Gaddy Street apartment construction is back up and running, Completion is expected by the fall of 2025. Bleuss gave an update on the new software First Due.

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

- Totorica Plumbing completed the annual sprinkler inspection and made some repairs to the system. The district also purchased a cover for the system.
- The rope rescue gear has been delivered and is now in service. Training will be conducted for all staff.
- WT5511 is still out of service and is awaiting a welding repair for the tank. We are hopeful it will be back by the end of April.
- M5512 is out of service due to an axle issue, and Wicked Automotive is currently working on the repair.
- Sam West has been hired as a full-time Firefighter/Paramedic, and Tanner Clark has transitioned to the role of Sole Role Paramedic.
- Firefighters/Paramedics Jones and Grinnell both had badge pinning ceremonies this month and have successfully completed their probation periods.
- Chief and Kristina will attend the FDAC conference from April 1st to April 3rd in Napa.
- Chief Huggins reviewed the call statistics and ambulance billing revenue.

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

- a) Discussed and approved a new position classification of Engineer/EMT.  
Chairperson Maddox made a motion to approve, which was seconded by Director Lauenroth. The motion passed.  
Ayes: 3  
Noes: 0  
Absent: 2  
Abstain:0
- b) Item removed
- c) Discussed and approved Resolution 2025-09, a resolution to adopt and approve 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 Engineer/EMT 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

- d) Discussed and approved Resolution 2025-10, a resolution making findings and requesting imposition of the fire mitigation fees pursuant to the Lake County Fire Mitigation Fee Ordinance 3139. Fee increased to \$1.56 effective July 1<sup>st</sup>, 2025.
- e) Item removed

**12. Closed Session –** Tabled until April 2025

**Adjourned at 9:38 a.m.**

**Attest:**

*Kristina Navarro*

**Kristina Navarro, Clerk of the Board**

*Beau Maddox*

**Beau Maddox, Chairperson of the Board**

May 21, 2025

**Date**