



South Lake County Fire Protection District
— in cooperation with —
California Department of Forestry and Fire Protection

P.O. Box 1360 Middletown, CA 95461 - (707) 987-3089

BOARD OF DIRECTORS REGULAR MEETING MINUTES
Tuesday, September 16, 2025, at 6:30 p.m.
Located at the Middletown Fire Station Board Room,
21095 Highway 175, Middletown, CA 95461

This regular meeting is for the purpose of discussing the following items:

1. *Vice President Stephanie Cline calls meeting to order at 7:00 p.m.*
2. *Director Cline led Pledge of Allegiance.*
3. *Present: Director Rob Bostock, Vice President Stephanie Cline, Director Jim Comisky, Director Madelyn Martinelli, President Matthew Stephenson.*
Also present: Chief Paul Duncan, Board Clerk Gloria Fong and Office Technician Karin Collett.
4. **MARTINELLI/BOSTOCK MOTION** to approve agenda. *AYES: Bostock, Cline, Martinelli, Comisky, Stephenson. NOES: None. MOTIONED CARRIED.*
5. Citizens' Input: Any person may speak for three (3) minutes about any subject of concern provided it is within the jurisdiction of the Board of Directors and is not already on today's agenda. The total period is not to exceed fifteen (15) minutes, unless extended at the discretion of the Board. *NONE*
6. Communications:
 - 6.a. *Fire Sirens: There was concrete work doner over at the building and they are looking into moving their washer and dryer.*
 - 6.b. *Fire Safe Council: Report attached to agenda packet.*
 - 6.c. *Volunteer Association: Gary Bevins reports a lot of them were involved with the Pickett fire, staffing engine at the Heli base and Type III. Interviews for new recruits will take place; there are 15 applicants. Gloria added to his report that over 3000 hours were clocked.*
 - 6.d. *Chief's Report: Chief Duncan gave each board members a Valley fire anniversary challenge coin. We will make sure everyone who attended the 10-year anniversary get one.*
 - 6.e. *Finance Report: Gloria reports she was also at the Pickett Fire where she made purchases of over \$250 thousand; there were 8 of them purchasing on this fire.*
7. Directors' activities report Regular Items:
Martinelli reports she attended special meeting, along with everyone else.
Bostock reports he attended same special meeting.

Comisky reports he attended the September 12 Valley Fire 10-year activities. The same day Senator Mike Mcquire ear marked 555000 for us, which we will see if it comes through. Chief Duncan and he have been taking to lobbyist for years to help with the build of 63 station.

Stephenson reports he too attended the special meeting.

Cline reports she attended the special meeting and was supposed to deliver a message at the Saturday activities, but was ill.

- 7.a. Consider and approve Archilogix's Additional Services with BKF Engineers to re-run hydraulics and file a Letter of Map Revision (LOMR) with Federal Emergency Management Agency's (FEMA) Flood Rate Map for new Hidden Valley Lake Fire Station and authorize Board President to Execute. Placed on agenda by Chief Paul Duncan.

Initially Chief Duncan thought this was a redo of FEMA. In all our times he has never seen the water go to the parking lot. Because it was a FEMA map, it requires our engineer to go back and let them know that's not correct.

1st 8,000 to get the flood maps and go to FEMA about map not being right. If they have to go into it, cost goes up to \$80,000. This is the appeal to FEMA and a hydrologic study if the first option fails.

COMISKY/STEPHENSON MOTION to approve 7a as written. AYES: Bostock, Cline, Martinelli, Comisky, Stephenson. NOES: None. **MOTIONED CARRIED**

- 7.b. Consider and approve participation (Collection 4 of 4 amount of \$27,985.18 for Calendar Year 2025) in State Department of Health Care Services Public Provider Intergovernmental Transfer Program for Ground Emergency Medical Transportation Services (PP-GEMT IGT) and authorize Chief to execute Certification Form, and approve Resolution No. 2025-26-03, A Resolution Canceling Reserves for Participation in PP-GEMT IGT. Placed on the agenda by SSA Gloria Fong

BOSTOCK/MARTINELLI MOTION to approve 7b as written. AYES: Bostock, Cline, Martinelli, Comisky, Stephenson. NOES: None. **MOTIONED CARRIED**

8. Consent Calendar Items: (Approval of consent calendar items are expected to be routine and non-controversial. They will be acted upon by the Board at one time without discussion. Any Board member may request that an item be removed from the consent calendar for discussion later.)

8.a. August 19, 2025 – Regular Meeting Minutes

8.b. September 8, 2025 – Special Meeting Minutes

8.c. Warrants – September

New check total for tonight is \$209,345.43. This is due to the addition of \$22 to Quackenbush, \$300 to Johanna Leuzinger, and US Bank's check changed from \$33,764.26 to \$34,046.25, because of additional charges for \$265 to Space Exploration and \$16.99 to Zoom

- 8.d. Budget Transfer of \$50,000 from Salaries & Wages Temporary Acct 795.01-12 to Salaries & Wages Overtime Acct 795.01-13.

COMISKY/STEPHENSON MOTION to approve consent calendar as amended.
AYES: Bostock, Cline, Martinelli, Comisky, Stephenson. NOES: None.
MOTIONED CARRIED

9. **MARTINELLI/BOSTOCK MOTION** to adjourn meeting at 7:19 p.m. All members in attendance are in favor of adjournment.

Respectfully submitted by
Karin Collett, Office Technician

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Karin Collett
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READ AND APPROVED by
Matthew Stephenson
President, Board of Directors

Signed by:
Matthew Stephenson
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