

+ANDERSON VALLEY COMMUNITY SERVICES DISTRICT  
Minutes of the Regular Board of Director's Meeting  
May 16, 2012

**Approved 6/20/2012 with correction as noted in red, Page 1, No. 8, first bulleted item.**

1. **Call to Order and Roll Call:** Meeting called to order by Chair **Hanelt** at 5:30 p.m. Board members present: **V. Hanelt, K. McKenna, F. Martin, K. Wilder** and **H. Gundling**. Staff Members present: **C. Wilson, J. Clark** and **J. Andrews**.
2. **Closed Session:** Under Complaint Against Employee – Regular meeting adjourned at 5:31, **Clark** and **Andrews** left meeting. Regular meeting recommenced at 6:10 p.m. Personnel Committee Chair **Wilder** announced that the Board had reviewed the complaint and their finding is that it is unfounded, no further action will be taken.
3. **Recognition of Guests and Hearing of the Public:** None
4. **Approval of Minutes:** *Motion by McKenna to approve minutes as submitted, seconded by Wilder and passed by unanimous vote.*
5. **Correspondence – For Review.**
  - LAFCO response – will postpone discussing until Scaramella is here.
6. **Changes or Modifications to Agenda:** Will hear 7. C. first under New Business
7. **New Business:**
  - c. Anderson Valley Youth football Proposal – Will Housley. Requesting sponsorship through the CSD for Certificate of Insurance covering Liability Insurance – part of the Vintage Football League out of Cloverdale. **Martin** asked if all current safety rules are followed – Housley responded they are. **Martin** also asked if a paramedic or EMT is present at all games, response was yes. *Motion by Wilder to approve the request, seconded by McKenna and passed with four aye votes, Gundling abstained.* **Hanelt** asked if a reason for abstaining was required for the minutes, not certain, **Andrews** will clarify. Housley informed the Board that Donna Pierson-Pugh is trying to get together a cheerleading program but will be proposing that separately.
  - b. Cal-Chamber Membership –**Hanelt** stated that after having gone through a couple of months working with Jeanine Nadel (\$160/hr) she doesn't feel the need for the membership. Had contacted CSDA for guidance but never heard back from them, asked **Andrews** to follow-up with them. **Martin** said some thought the membership would be good for the CSD. **Hanelt** – very favorable response from Nadel, suggests dropping consideration of membership at this time for lack of a motion.
  - a. Donations Agreement – Mailliard Water Tender (Fish Rock Apparatus) – **Wilson** said he is aware he's not supposed to enter into any agreements without the prior approval of the Board but they have been using the Tender, Mailliard was motivated to donate to us – timeline issue with registration so he accepted and signed the agreement, would like the Board to ratify his action. *Motion by Martin to ratify Wilson's signing of the agreement, seconded by Wilder and passed by unanimous vote.*
8. **General Manager's Report:** Copy attached.
  - EDD Claim Update –received final statement for Serina Wallace's one year claim. California is no longer eligible for the federal extension that was in place so will see in the coming year how this affects our liability.
  - Audit – drafts documents received – letter as provided verbatim by the auditor and also Deficiencies letter attached.
  - Property Tax Payment received – breakdown in Reading File

- Boating and Waterways Grant – Final check has been received. Report on project will be made at the June Board meeting.
- Ski-Trip – completed final budget vs. actual on Ski-Trip – did have to dip into reserves by about \$900.
- Records in Philo – Will have finalized labeling by Saturday. **Hanelt** commended **Andrews** on the wonderful (and onerous) job she did organizing the records

**MARK SCARAMELLA ARRIVED AT 6:38 P.M.** **Hanelt** asked if **Scaramella** would like to give his analysis on the response from LAFCO – **Scaramella** responded he was unable to analyze, letter too confusing. Suggested we wait until McMichael’s replacement is hired and then inquire again. **Andrews** asked if Scaramella knew if a reason for abstaining on a vote was required – his response was no, it is not required.

**9. Fire Chief’s Report:** Copy attached. Mostly informational.

- Holmes Ranch Bid Package – Fire Protection Committee and Budget Committee have both recommended accepting the Crane of Ukiah bid. **Hanelt** said she would like a motion authorizing **Wilson** to commence with the building. **Motion by Wilder to accept the bid from Crane of Ukiah and authorize Wilson to commence with the building, motion seconded by McKenna.** Discussion – there are still some small details to be worked out but it does appear we’ll be able to complete within the budgeted amount of \$90,000. If more funding is needed will go to the Association first. Still have to go through the permitting process. **Motion passed with five aye votes.** Discussed Station Tours scheduled for Saturday, the 19<sup>th</sup>, will meet here in Boonville at 9:00 a.m. to begin tour.

**10. Fire Protection Committee Report:** Copy attached. Mostly informational.

**11. Budget Committee Report:**

a. Budget Chairperson Report & Recommendations

- (1) Committee Recommendation to Approve Expenditures - **Motion by McKenna to approve expenditures as reviewed and approved at the May 9, 2012 Budget Committee meeting. Motion seconded by Wilder and passed with five aye votes.**
- (2) Committee Recommendation on Bid Package...and Approval to Proceed – already spoken to under Chief’s Report
- (3) Committee Recommendation on Teen Center Lost Coast Backpacking Trip – Recommends approval – **Motion by Wilder to approve proposal, seconded by Gundling and passed by unanimous vote.** Disappointment expressed concerning the Ski-Trip –Budget Committee recommended the Board ask the Teen Center/Recreation Committee to take specific concrete steps to reduce the downside risk (i.e. loss of money/dipping into reserves) for all future ski trips. **Hanelt** asked if the Board needs to express their concern – **Andrews** suggested the Board could perhaps just not approve for next year. **Wilder** – it’s their money, how they use it is up to them. Cesar Maldonado is on another leave of absence.

b. Request for New Expenditures (if any)

- (1) Recommend approval for up to 10K for purchase of Structure PPE, contingent upon availability of funds.
- (2) Recommend approval of up to \$2,500 for Fittings for Rescue Tools, contingent upon availability of funds and with the priority for the PPE if conflict.  
**Motion by McKenna to approve up to \$12,500 for above-cited purchases, with contingencies as noted. Motion seconded by Wilder and passed by unanimous vote.**

**12. Airport Committee Report:** Copy of minutes attached

- EAA Chapter 1027 held their April meeting in Boonville
- Weed abatement and maintenance was done
- Airport Day is scheduled for August 11<sup>th</sup> this year.

- 13. Recreation Committee Report:** Copy of minutes attached. **Gundling** said he was unable to attend the last meeting and had no report.
- a. Cycled Program – very quiet. There is going to be a bike race on July 12, 70 miles over Mt. View Road and back over Philo Greenwood Road. It is not sponsored by the Cycled Program but they are assisting. **Hanelt** asked if the sponsors have to inform the Fire Department of this type of race. **Wilson** said they may or may not, they should if a use-permit is required.
- 14. Personnel Committee Report:** **Wilder** advised the minutes included in the packet would be approved at the next Personnel Committee meeting.
- 15. Policies and Procedures Committee Report:**
- a. Review/Approval of Series 2000 – Personnel. Nothing new at present time.
- 16 Old Business:**
- a. **Ricard** Property Update – **McKenna**. No update, no change, property still looks the same. Have not received a response to our letter. Craig Walker, sent **Ricard** a letter concerning the graffiti, no response to it either. **Hanelt** suggested that **Scaramella** run a picture of the property in the AVA and note there has been no response to our correspondence.
- b. Draft Budgets - Budget Committee recommended accepting the budgets for public review. **Wilson** noted he has one more change – new insurance company is charging for Firefighter Physicals, will have to modify and enter new line item for the physicals – shift funds from contingency funds. *Motion by McKenna to accept the draft budgets as presented/revised for public review during the coming month. Motion seconded by Wilder.* **Wilder** asked if we didn't need copies for our review – response, they are in your Budget packet with the exception of the Fire Department which had no changes from the prior month, only changes will be as noted tonight. *Motion passed by unanimous vote.*
- c. LAFCO Letter – update. As previously noted, no analysis was made, still too confusing to understand per **Scaramella**
- 17. Any Special Item Not on the Agenda but Approved Unanimously by the Board or Legally Required or Authorized for Immediate Action - None.**
- 18. Concerns of the Directors:**
- McKenna** –Read Section 8.200.060 of County Graffiti Suppression Code re Failure to Remove Graffiti or Provide Consent for Removal by County – feels we should pursue this matter with **Ricard**.
- Martin** – None
- Wilder** – none
- Gundling** – none
- Hanelt** – Has some questions for June meeting – will be having three issues: (1) Patrick Miller's Presentation on the Waterway Trails; (2) Kathy **Bailey's** Hendy Woods Update; and (3) Greenwood-Philo Bridge Replacement Project with a power-point presentation by Howard **Dashiell** from County Public Works and Dan **Hamburg**. Main concern is being able to accommodate a large number of attendees – **Wilson** said if necessary we could move into the bay area of the station and if all else fails, move across to the Fairgrounds, which would require prior permission from them.
- Clark** – Announced she would be on vacation from June 4<sup>th</sup> through the 20<sup>th</sup>.
- 19. Adjournment:** Meeting adjourned 7:35 p.m.

Joanie Clark  
Secretary/Clerk

