

**ANDERSON VALLEY COMMUNITY SERVICES DISTRICT**  
**Minutes of the Regular Board of Director's Meeting**  
**November 20, 2013**

**DRAFT**

1. **Closed Session** – Personnel Issue – Recommendation to Hire Applicant for Secretary Position.. Chair **Hanelt** announced the Board approved the recommendation to hire Patty **Liddy** as the new Secretary. **Liddy** will start on December 3 and will be in training for approximately three weeks.
2. **Call to Order and Roll Call:** Meeting called to order by Chair **Hanelt** at 5:35 p.m. Board members present: K. **McKenna**, N. **Darling**, V. **Hanelt**, F. **Martin** and K. **Wilder**. Staff Members present: A. **Avila**, J. **Clark** and J. **Andrews**
3. **Recognition of Guests and Hearing of the Public:** Mark **Scaramella** and Terry Farrelly. Scaramella said he heard numerous compliments on the Fire Department handling of the dynamite situation last week.
4. **Approval of Minutes of Last Board Meeting** - 15. Old Business. E. Add as Line 3, *Motion by Wilder, seconded by Darling to add "Transferring Balance from County Cash in Treasury to the Airport Checking Account" added to the agenda, motion passed with four aye votes.* If there are no further corrections the minutes will be approved as amended.
5. **Correspondence – Reviewed.** EBA Engineering – **Avila** reviewed – will be adding additional filters to well on service station grounds and other secondary work.
6. **Changes Or Modifications to this Agenda: None**
7. **New Business:**
  - a. 2013 VFA Grant Resolution 2013-3 – Resolution required to change authorized agents name to Andres **Avila**. *Motion by Wilder to approve the resolution, seconded by McKenna and passed with five aye votes.*
8. **General Manager's Report:** Copy attached
  - MSR Update - will probably be a couple of months before revisions are ready, then an additional 30 days for public review.
  - Our new Secretary Patty **Liddy** will start December 3<sup>rd</sup>.
  - Application for Live Scan Account still in progress. If the District qualifies for a non-profit status, fingerprinting should only cost \$15.
  - Elections – Neil **Darling** was appointed to the vacant seat on the Board.
  - Calendar of Events – reviewed – Benefit Assessment billings sent out, first year for us billing directly, about ten this year. Discussion on multiple parcels owned by same individual.
9. **Fire Chief's Report - Copy** of report attached.
  - Inspections – currently working with the High School on the disposal of hazardous materials found in the chemistry lab storage area. Training last night on Meth was very productive – very volatile substance.
  - Holmes Ranch Station is almost complete, will have to have a contractor check on the garage door for proper alignment of the track and rollers.
  - Chief's Transition. **Colin** officially retired 11/1 and his advice during the transition has been very helpful. Things having been going well so far.
  - New Expenditures –Requesting up to \$7,000 for communications repairs that may be needed on our Tone 1 repeater.
  - Yorkville Quick Attack Apparatus – **Hanelt** said to date the YCBA has paid out \$59,125. Everything has been paid for. Question on who insures the vehicle – GSRMA does, the same as all other apparatus.
  - Water Update – EBA Engineering advised us about the soil excavation project they are scheduled to complete. All the work will be on the service station property and will focus on the

removal of vent lines, lines to the pumps, the pump island and the island canopy. Our well will be monitored to see if there is an impact on us.

- Burn Permits – Has elected not to issue burn permits at this time.

10. **Fire Protection Committee Report** - Copy of minutes attached, mostly informational. **Martin** reported that Clay **Eubank** is going to assist him in gathering information on the ISO – questions on inspection areas, just Rancho Navarro and Holmes Ranch? Discussion on requirements by ISO, need to be cautious in requesting a review. **Martin** suggested we wait until the tender for Holmes Ranch has been purchased.
11. **Budget Committee Report: Copy of minutes attached.**
  - a. Budget Chairperson Report & Recommendations
    - (1) Committee Recommendation to Approve Expenditures Reviewed at the November 13, 2013 meeting. *If there are no objections or corrections, the expenditures will be approved as submitted. No objections noted.*
    - (2) Committee Recommendation on Class Proposals:
      - (a) Teen Center Class Proposal – None
  - b. Request for New Expenditures (if any) –
    - (1) Committee Recommendation to Approve Reimbursement to AVVFFA for Plaque Dedicating Boonville station to Retire Chief **Colin Wilson** (\$281.99.) – *Motion to approve request by McKenna, seconded by Wilder and passed with five aye votes.*
    - (2) Committee Recommendation to Approve Request for Expenditure of up to \$7,000 for Maintenance on Communications Equipment (Rec/AV Tac) Tone 1 – *Motion by McKenna to approve up to \$7,000 for repairs.* Discussion included which repeaters were affected – Sanel and Holmes Ranch. *Motion seconded by Wilder and passed with five aye votes.*
12. **Airport Committee Report:** Copy of minutes attached. **Wilder** reported they have received final payment on the hay; awaiting ACIP funds; will be putting glass in tower tomorrow; and discovered we have to put in a request for payment on the \$70,000 grant, was not aware of that requirement.
13. **Recreation Committee Report** - Copy of minutes attached. **R McKenna** reported the Teen Center MOU has been approved and signed. Need copies of signed MOU's.
  - a. Valley Trails Coalition. **McKenna** reported they will be coming back with a tentative plan in March, with the final plan scheduled for July.
  - b. Teen Center Minutes - Seem to be on a good track. It was noted that Teen Center reps must make an appearance before the Lions Club in order to do the Easter breakfast.
14. **Personnel Committee Report:** See No. 1. Closed Session report.
15. **Policies and Procedures Committee Report** – None at this time.
16. **Old Business:**
  - a. Review of Memorandum of Understanding (MOU) with Recreation and Teen Center. Has been put to bed.
  - b. Ambulance Issue – Exclusive Operating Area Study – Update – **Avila** advised that the Board of supervisors has requested their staff to come up with modified plans – including quick response vehicles to be located at sites throughout the county – would only affect Anderson Valley if enforced – will be holding more workshops and public meetings and all stakeholders will be involved. The “quick response” vehicle would be staffed with a paramedic to respond, evaluate to see if our ambulance could transport – would be able to transport with AVA for ALS.
  - c. Holmes Ranch Water Tender – openly pursuing purchase. Discussion on amount of water tenders carry and pricing. **Darling** asked about purchasing a tanker (more water) – response was a tanker would not be very practicable for local terrain.
  - d. Cal Pers Application Process Update – **Andrews**. Still working on this item.
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** – None

**Wilder** – None

**Darling** – Issue with MCSO vehicles – still interest in that but **Allman** will have to determine how it would work. Humboldt County is very happy with the program. Protocol would have to be developed and there may be a problem with liability questions.

**Hanelt** – None.

**Martin** – Question on the shed on the Laird's property, possibility of giving it to the Lairds– would cost more to dismantle than it is worth. Suggestion to bring the issue up to the Fire Protection Committee.

**Avila** – Reported the High School was very happy with the Fire Department involvement with their Homecoming celebration.

**19. Adjournment:** Regular meeting adjourned 7:04 p.m.

Joanie Clark  
Secretary