

ANDERSON VALLEY COMMUNITY SERVICES DISTRICT
Minutes of the Regular Board of Director's Meeting
January 22, 2014

DRAFT

1. **Call to Order and Roll Call:** Meeting called to order by Chair **Hanelt** at 5:30 p.m. Board members present: **K. McKenna**, **N. Darling**, **V. Hanelt**, **F. Martin** and **K. Wilder**. Staff Members present: **A. Avila**, **P. Liddy** and **J. Andrews**.
2. **Recognition of Guests and Hearing of the Public:** **Mark Scaramella** and **Gene Herr**. **Scaramella** suggested we have a discussion regarding the drought. *McKenna motioned we put it on the agenda. Seconded by Martin. Motion passes with five ayes.*
3. **Approval of Minutes of Last Board Meeting** - One correction: Section 11 – The Airport will be receiving \$70,200 payment from the FAA. If there are no further corrections the minutes will be approved as amended. No further corrections noted.
4. **Correspondence – Reviewed.**
5. **Changes or Modifications to this Agenda:** Drought Discussion under New Business.
6. **New Business:**
 - a. Drought Discussion. **Neil Darling** discussed that there is no adequate water for fighting fires and not enough potable water for citizens. **Gene Herr** and **Kathleen McKenna** said that the CSD has no responsibility for that. **Andres Avila** has checked all tanks and the water we have. **Avila** is more concerned with fire safety. **Scaramella** thinks the current water supply could be improved. The Fire Department has a standing contract with the Fairgrounds. They're running low also and downtown Boonville relies on that water. **Scaramella** thinks CSD Board could suggest that the vineyards should check in about their ponds and keep their resources available or at least keep us up to speed about how much water is in their pond. **Martin** suggest that in May or June we should take inventory of ponds to see what we're facing. **Avila** agreed and said that he could have each station check the ponds in their proximity. **Avila** also pointed out that the Emergency Plan for Boonville has not been updated since 1997. **Scaramella** and **Hanelt** think we should set up a prevention program so that people can't burn. **Avila** says the county has made a burn ban. **Andrews** will help **Avila** write up a prevention letter that will also go to KZYX, the Anderson Valley Advertiser and other public places. **Hanelt** asked "Who will enforce the burn ban?" **Avila** does and will send an officer out if there's any illegal burns. **Avila** feels public awareness is more effective than codes. **Scaramella** wants a committee formed. **Martin** wants the drought discussion to continue as an ongoing Agenda item. **Hanelt** does not want a committee. She would like to have an update about the drought conditions in the Fire Chief's report. **Avila** clarified Anderson Valley Volunteer Fire Department is responsible for people; evacuation, life, property, etc. The State is responsible for wild lands, rangelands, etc. **Herr** thinks the AV Fire Dept. should check with State Fire about their water sources. Every resident has to get signed off for water storage according to State policies.
7. **General Manager's Report:** Copy attached
 - MSR Update – in public review stage for 30 days. All board members were emailed a copy two weeks ago and a public copy is at the CSD office. Colin Wilson will also review it. It will be up for approval at the next LAFCo meeting on February 3rd. **Andrews** will be attending.
 - LiveScan update – **Andrews** mailed the application for the LiveScan account to the Department of Justice. It takes up to 120 days to process.
 - Health Reimbursement – The point of an HRA/HRP is to maintain legality because the monies paid to the employee are tax-exempt. Cannot pay directly to healthcare providers, so **Andrews** had to sign up. Cost is \$14/mo. per employee.
 - EDD Claim Update – We received another notice from EDD stating that the employee is

“still employed part-time or on call”. We will still have to wait and see, however we’re hopeful we won’t be.

- Calendar of Events – reviewed. **Darling** needs to take mandatory ethics course (2 hours on-line). **Andrews** filed payroll, W2’s done, 1099s done

8. Fire Chief’s report (copy attached) By consensus it was agreed **Avila** could research the feasibility of hiring a part-time training coordinator. Structure engine for Boonville will cost \$300,000 to \$325,000. We’ve received just under \$300,000. Likely will purchase next year. Have to lower strike team hourly personnel rate to the base rate, otherwise risk an audit. **Martin** suggested drafting a letter to the Board of Supervisors asking them to contact state legislation about strike team rates and send it to **Andrews** to distribute to the board. Members will send changes to **Andrews**.

9. Fire Protection Committee Report: FPC Report: (copy of minutes attached) **Martin** said the motor on the door was faulty, ordered a new one.

10. Budget Committee Report:

a. *Motion by McKenna to add mid-year budget revisions on agenda, 2nd by Martin. 5 ayes*

Motion by McKenna, 2nd by Martin to approve TC mid-year budget, 5 ayes

Wilder said Los Banos said they’d give us \$150,000 of their entitlement funds. We’re within \$150,000 of attaining our goal for the entire runway widening project. FAA may come up with “discretionary funds.” Goal is to start project by late spring. *Motion by Wilder, 2nd by McKenna to approve Airport mid-year budget revision: 5 ayes*

Motion by Wilder to approve CSD rev budget, 2nd by McKenna: 5 ayes

Motion by Wilder to approve FIRE rev budget, 2nd by McKenna: 5 ayes

(1) **Martin** said if there are no objections, the expenditures will be approved. No objections noted.

(2) None

b. None

11. Airport Committee Report: Copy of minutes attached. **Wilder** had conversation with Cal Trans; they expect to have the money available for widening. This would be 4.75% of project, they can turn it around in 2 weeks, just will need a resolution from board naming contact person. Good to get this done ahead of time. Will request this to be on the board’s agenda in the near future. Cal Trans inspecting airport tomorrow. Because tower sticks up 14 ft. above ground level. Required to file a form with FAA, did online today. Will get passed onto Cal Trans and the building will be exempt.

a. **Wilder** said the new ACIP goes from 2014-2019. No new information from last year’s, except dates. It’s a wish list. In order to get any federal funding or Cal Tran’s money, project must be listed on the ACIP. Doesn’t matter what date is. Moved runway project up one year to 2014.

Motion by Wilder to approve ACIP, 2nd by Martin. 5 ayes.

12. Recreation Committee Report: Didn’t meet in Dec. Meeting next week.

13. Personnel Committee Report: Didn’t meet

14. Policies and Procedures Report: Didn’t meet, done with major revisions.

15. Old Business:

a. Ambulance issues – **Martin** hasn’t heard anything new.

b. Already covered. **Avila** going to Oroville with Colin **Wilson** to look at tenders.

c. **Martin** said there’s a local broadband facility available in the Anderson Valley, Ukiah and part of Lake County. Thought there might be some interaction between both parties. As a result the two entities started talking. *Motion by Martin to write the letter of support, non-monetary, for Mendocino County’s membership. Seconded by Wilder. 5 ayes.* **Andrews** will write the letter using the template, **Hanelt** will sign.

d. Already discussed in GM’s report

e. **McKenna** said last year we paid \$800, this year the bill was \$1,324. It was skewed due to pass through revenue. We revised that revenue, and the bill came down to \$1,200. Called other special districts, some that had membership, some that didn't. Gualala is a member, but they have their insurance with the CSDA. Brooktrails is a member, but doesn't know why. Can get free ethics training elsewhere. ***Motion by Wilder not to join CSDA this year. 2nd by McKenna. 5 ayes.***

f. **Andrews** will send the changes on to LAFCo.

g. Anderson Valley Incorporated update. **Darling** wanted to commend **Scaramella** on article in AVA. Next meeting is Feb. 13th at 2:00. Going to try to meet monthly on 2nd Thurs. Concern is financial support and people to step forward to govern. Attempting incorporation alone could divide people in the valley. Big hurdle is cost just to get it to a vote.

16. Any special item not on the agenda but approved unanimously: None

17. Concerns of Directors: None

Patricia **Liddy**
Secretary