

**ANDERSON VALLEY COMMUNITY SERVICES DISTRICT**  
**Minutes of the Regular Board of Director's Meeting**  
**August 20<sup>th</sup>, 2014**

**DRAFT**

1. **Call to Order and Roll Call:** Meeting called to order by **Hanelt** at 5:32p.m. Board members present: V. **Hanelt**, K. **McKenna**, F. **Martin** (K. **Wilder** and N. **Darling** absent). Staff Members present: A. **Avila**, P. **Liddy** and J. **Andrews** (by telephone).
2. **Approval of Minutes of Last Board Meeting** – Approved.
3. **Correspondence** – Reviewed. **Hanelt** explained that the AAVVFA contract for Marie Richards to cater the holiday party was in the correspondence to review. Ms. Richards needs to be put on our insurance before she can cater at the River's Bend venue. *Motion by McKenna to put it on the agenda under New Business (6.b.). 2<sup>nd</sup> by Martin. All ayes, no nays.*
4. Recognition of Guests and Hearing of the Public: Gene **Herr**, Mark **Scaramella**, Jim **Snyder**, George **Lee**, Bill **Sterling** and Kim **Jenderseck**. Bill Sterling wanted to tell the Board about the STEM project. George Lee is helping Sterling with the project in a fund raising capacity. Jim Snyder and Kim Jenderseck are both teachers who are taking special classes to assist with the STEM Project. STEM stands for Science, Technology, Engineering and Mathematics. It is an enhancement of the high school's curriculum and involves more of a hands-on approach; "learning by making". STEM graduates will be able to enroll directly in first tier university science classes without need for further prerequisite work. AVHS is one of six high schools in Mendocino County which Sonoma State University selected to receive professional development training for teachers using the STEM program and support in creating the new STEM curriculum. It is all strictly donation and federal grant money. A national effort to change how math and science is taught, it is an elective course offered to everybody.

Garth Long arrived at 5:55 pm. Snyder, Lee, Sterling and Jenderseck left at 5:56pm.

5. **Changes or Modifications to this Agenda:** Added 6.b.

6. **New Business:**

- a. Resolution for VFA Grant. The resolution is to give **Avila** authorization to sign and execute the agreement with the California Department of Forestry and Fire Protection. This agreement provides an award for the Fiscal Year of 2014-15 up to and no more than the amount of \$2,505. *Motion by McKenna to have a resolution. All ayes, no nays. Wilder and Darling absent.*
- b. Marie Richards needs insurance for catering at River's Bend. *Motion by McKenna to put Marie Richard on our insurance. 2<sup>nd</sup> by Martin. All ayes, no nays.*

7. **General Manager's Report:** Copy attached.

- LiveScan Billing Account Update – We have received our billing account number.
- LAFCo MSR Update – Our final LAFCo MSR has not yet been put to the LAFCo website.
- Elections & Conflict of Interest – This is not an election year so we don't need to file anything with elections office. Our Policies and Procedures Manual will be reviewed next month to include a Conflict of Interest Policy update.

**Calendar of Events** – reviewed. Fire Department and Teen center can both apply for the Community Grant in September. **Andrews** will double-check the month for the grant.

8. **Fire Chief's Report:** Copy Attached.

9. **Fire Protection Committee Report:** FPC Report: (copy of minutes attached).

10. **Budget Committee Report:**

- a. Budget Chairperson Report and Recommendations

1. Committee Recommendation to Approve Expenditures as Reviewed on August 20<sup>th</sup>, 2014 Budget Committee Meeting. *If there are no objections or corrections the expenditures will be approved as submitted. No objections noted.*
2. Increase in Fire Chief's Salary – Approved.
3. Committee Recommendations on Class Proposals: None.

11. **Airport Committee Report:** Copy of minutes attached. **Wilder** has all the paperwork for the FAA

Grant and is just waiting for the final documentation arriving by certified mail within the next week.

- 12. Recreation Committee Report:** Next meeting on August 21<sup>st</sup>. **McKenna** will fill us in next month.
- 13. Personnel Committee Report** – A contractual obligation for an increase in salary is available in the current budget contingent upon The Personnel Committee’s review of the Chief’s performance. The Board recognized that the review was positive. ***Motion by McKenna to raise the Fire Chief’s salary. 2<sup>nd</sup> by Martin. All ayes, no nays.*** The increase will begin retroactively for July, 2014. A new contract is scheduled for May, 2015 for the Fire Chief. **Scaramella** wants it on the calendar for March, 2015.
- 14. Policies and Procedures Committee Report:** Description of the Training Officer. Completed and put into the Policies and Procedures Handbook.
- 15. Loss Control Committee Report:** none.
- 16. Old Business:**
- a. Engine 7483 –After careful consideration and much speculation, it was found by **Avila** that by the time the engine was prepared enough to scrap there would be much less money than originally anticipated. A local man bought it for \$500, which would be about the price that was expected in the end.
  - b. Ambulance EOA update – none.
- 17. Any Special Item not on the agenda but approved unanimously by the Board or legally required or Authorized for Immediate Action.**
- 18. Concerns of Directors:** **Martin** had no concerns. **McKenna** had no concerns. **Avila** had no concerns. **Hanelt** talked about the beginning of the investigation being conducted regarding the intersection of Highway 128 and Mountain View Rd. We may be eligible for another level of “traffic calming”. **Hanelt** also wants to know more about the Valley Trails project and thought that some of the principal participators could come and speak to the board. **McKenna** will invite the “Cycked” Board for the Board of Directors meeting in October. .
- 19. Adjournment** – 7:11pm

Patty Liddy  
Secretary/Clerk