

ANDERSON VALLEY COMMUNITY SERVICES DISTRICT
Minutes of the Regular Board of Director's Meeting
September 17th, 2014

DRAFT

1. **Call to Order and Roll Call:** Meeting called to order by **Hanelt** at 5:30p.m. Board members present: V. **Hanelt**, K. **McKenna**, F. **Martin**, K. **Wilder** and N. **Darling**. Staff Members present: A. **Avila**, P. **Liddy** and J. **Andrews** (by telephone).
 2. **Approval of Minutes of Last Board Meeting** – Approved.
 3. **Correspondence** – Reviewed.
 4. **Recognition of Guests and Hearing of the Public: Scaramella**
 5. **Changes or Modifications to this Agenda:** None
 6. **New Business:** None
 7. **General Manager's Report:** Copy attached.
 - LAFCo MSR Update – Our final LAFCo MSR has not yet been put to the LAFCo website.
 - Conflict of Interest –Our conflict of interest policy is on file with the county, but any changes are due in October. More discussion in Policies and Procedures (14.a.)
- Calendar of Events** – up-to-date
8. **Fire Chief's Report:** Copy attached. Discussion about strike team assignments. Engine 7476 was taken by Moretown. **Avila** asked the board to look at the Fire Department's website in the next month. The website is andersonvalleyfire.org.
 9. **Fire Protection Committee Report:** FPC Report: (copy of minutes attached).
 10. **Budget Committee Report:**
 - a. Budget Chairperson Report and Recommendations: **Darling** reported that there had been a discussion about the audit. He wondered if our internal controls are adequate. **McKenna** asked **Andrews** about the controls. The next audit will bring more suggestions from Rick Bowers. **Andrews** says that we are already locked-in to start our next audit in November.
 1. Committee Recommendation to Approve Expenditures as Reviewed on September 10th, 2014 Budget Committee Meeting. *If there are no objections or corrections the expenditures will be approved as submitted. No objections noted.*
 2. Committee Recommendations on Class Proposals: None.
 11. **Airport Committee Report:**
 - a. FAA Grant Agreement Review
 - b. Caltrans Matching Funds (Pending Grant Agreement)
 - c. Pending Contract Agreement with Mendocino Construction Services
 - d. Discussion of the Contract with Wadell Engineering
 - e. Regarding the widening and paving of the Boonville Airport runway - Resolution Number 2014-3: Naming Kirk **Wilder** as the authorized signer on all AVCSD contracts with the Mendocino Construction Services and with Robert Wadell Engineering, Inc. – (copy of resolution attached). *Motion by McKenna to approve the resolution, 2nd by Martin, all ayes, no nays.*
 - f. Discussion about how long the Boonville Airport will be closed (two weeks). The project should begin September 29th. Just the runway is being worked on; medical helicopters can still operate.
 12. **Recreation Committee Report:** Copy of minutes attached from August 28th meeting.
 13. **Personnel Committee Report:**
 14. **Policies and Procedures Committee Report:** Conflict of Interest Policy. **Andrews** wanted the board to look at our existing policy which is dated from 1982. **Darling** wanted to know which state agency requires this. **Andrews** will find out. **Scaramella** will research on more modern resolution. **Scaramella** pointed out that it is ordinary policy to help with insurance. The Policies and Procedures Committee will meet in October to update.
 15. **Loss Control Committee Report:** none.

16. Old Business:

- a. Ambulance EOA update – The process has begun. **Avila** will know more after the next Mendocino County Fire Chiefs Meeting.

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: **Hanelt's** concern last month was about the bike trail. Mendocino Council of Governments (MCOG) is meeting soon and maybe Cyked should come to a board meeting after these meetings. **Martin** wanted the new director of the Anderson Valley Health Center to come and speak, but **Wilder** and **Hanelt** felt that he should meet the community in a different forum. **Darling** thinks it will just be a platform for the public to vent. **Wilder's** concerned about a lack of a deputy sheriff in residence in Anderson Valley. **Wilder** would like the board to write a letter about it to the sheriff. **Darling** wants to ask the sheriff for a log of how active the deputy sheriff has been in the valley.

19. Adjournment – 7:05pm

Patty **Liddy**
Secretary/Clerk