

AVCSD BOD Minutes 11-19-14

1. Called to Order at 5:30pm. Directors present: Kathleen McKenna, Valerie Hanelt, Kirk Wilder, Neil Darling, and Fred Martin. Staff present: Andres Avila and Joy Andrews.
2. Guests-Theresa McNerlin from Ukiah Valley Sanitation District on behalf of LAFCo, Mark Scaramella, Mitzi Wagner, Shauna Espinoza. Move 12a to present now at #2. Shauna E. said local Little League has seen a drop in numbers. Currently they are part of the Cloverdale league, who wants to join with Healdsburg so Boonville wants to separate. Parents voted to create a separate Little League. They're in the process of starting their charter and will automatically become a 501(c)3 under Little League International. This league would interlock with Ukiah, Ft. Bragg, and other coastal teams. Currently they maintain the field and do snack shack at fairgrounds so they're requesting liability insurance. Wilder clarified that there is no cost to the CSD. McKenna clarified this does not cover kids getting hurt in the sport, just liability to fairgrounds property. Motion by Wilder to provide the insurance, 2<sup>nd</sup> by McKenna. Espinoza said registration starts in January, games start in beginning of April through mid-June but she does Little League year round with ages 4-14 boys and girls. An adult always operates the pitching machine. 5 ayes.

Move up 6b. Theresa McNerlin has been with the Ukiah Valley Sanitation District since 2008. Would like to hold the Special District seat on LAFCo. Has been an analyst with the county with budgets and cost efficiencies. Was a Cal Fire public information officer for the county during the 2008 Lightning Complex Fires. Motion by Wilder to vote for Theresa McNerlin, Kenneth Franklin, and Angela Silver and yes on the staggered term. Seconded by McKenna. All in favor.

Moving up 6a. Mitzi Wagner (flier attached). Covered CA was started in 2008 by incorporating any child up to the age of 26. We're now in second enrollment period from Nov. 15, 2014-Feb. 15, 2015. Wagner serves in AV Health clinic and family resource center at the AV High School. Only employers with over 50 employees are required to have some form of employee insurance. All AV zip codes are under Anthem-Blue Cross. The goal is to get more people covered so the health establishment does not have to cover the cost of seeing uncovered patients.

3. Approve Minutes-If there are no corrections, the minutes will be approved. No objections.
4. Correspondence-Avila will address the Pickus issue Mon. having to do with a turnaround on Big Oaks Dr. Avila disclosed desire to contribute \$1,000 to YCBA hydrant. Is part of the long-range plan. Already budgeted \$1,000 for prevention. The YCBA has also applied for a \$5,000 Community Foundation grant and the total cost of the project is estimated between \$12,000 and \$13,000.
5. Changes to Agenda
6. New Business
  - a. Covered CA-

b. LAFCo Staggered Term

7. GM Report

- a. Call-In Schedule: By consensus it was agreed to allow the GM to call in two meetings per quarter and attend in person for the other one. This is in addition to covering for the secretary at November and December meeting.

8. Fire Chief's Report-(copy attached) While on vacation, Battalion Chiefs and other duty officers will be filling in. Wilder asked Avila if the Fire Dept. would burn the piles of blackberry bushes. Avila said yes. Hanelt asked how the Training Officer position is going. Avila said it was a great move but doesn't want the large amount of motion to burn anyone out. May request to renew the position July 1<sup>st</sup>.

9. Fire Protection Committee Report

- a. Driver Operator/Electrical Hazards SOG-Avila is going through Standard Operating Procedures to comply with new guidelines. *Put Driver Operator on Dec. agenda, Andres will send out to GM and Board on Fri.*

- b. Fire Dept. Website-Avila said the current focus is content. Motion by McKenna to take the "official approval pending" off, seconded by Wilder. All in favor. Darling asked if the site could sub-categorize residential structures versus outbuildings. Avila said the only way is to get into the record and the data is compiled from the previous year. McKenna said the fire program doesn't break it up.

10. Budget Committee

A (1) Recommendation to approve November 12<sup>th</sup> expenditures-No objections noted. Wilder corrected the Budget minutes that the airport is not actually complete.

11. Airport Committee-Wilder said the paving is completed and is going through the verification process. There are problems with the elevations, hundreds of points surveyed. Many points are not within the specifications. The CSD is not liable for mistakes made by the contractor and the spots are minor. There is standing water after the rain in a couple spots. The contractor was told many many times during the project that they had to come within certain measurements. It has to do with several things including the contractor, Mendocino Construction Services, not using the recommended type of aggregate. It is smooth but the issue is longevity. This is going to delay the painting.

- a. Revised Airport Access Agreement for FAA Compliance-Wilder said an "escalation clause" has been added which says the contracted access fee can be changed. Would also like last sentence to say "this" access agreement instead of "the". Darling would like to remove the word "inflation". Hanelt said to add a hyphen for "on-airport" tenants. Andrews will add the access agreement fees to calendar every June for board agenda. Motion by McKenna to approve the

escalation clause as amended into the airport access agreement, seconded by Darling. All in favor.

- b. Airport Fence Replacement up to \$2,000-Wilder said the airport finally chopped down blackberry bushes that CalTrans said needed to be removed and the fence that was inside the bushes is virtually non-existent. Contacted property caretaker who hired help to remove bushes on their side of the fence and requested the airport to pay for half of the 800 feet where the fence is the worst and the estimate from Bill Meyers is \$5 per foot. Have over \$7,000 in CAAP funds and available in the budget. It would be a standard deer fence with reinforced wire on top and periodic pine poles. Motion by Wilder to pay for half of a new airport fence up to \$2,000, Seconded by McKenna. All in favor

12. Recreation Committee Report-McKenna said a boat has been donated to the Teen Center and a project is to restore it. For now is just in storage. McKenna said at today's meeting a teacher named Danny Angulo is interested in doing field trips to colleges and applying for a similar grant through the Community Foundation. Rec Committee approved up to 3 college trips with up to 3 vans and up to \$200 per van per trip. Proposal will come to board next month. Day of the Dead at the park was very well attended. Michelle Hutchins, high school principal, wants to give the park liability to someone else. The new mission statement will go on the website.

- a. Little League Application for Fairground Insurance

13. Personnel Committee Report-didn't meet

14. Policies and Procedures Committee

- a. Conflict of Interest Policy-Motion by Wilder to adopt the Conflict of Interest policy, seconded by McKenna. All in favor.

- b. Draft AVCS D ByLaws-Add a comment that this ByLaws supersedes any previous By Laws.

Motion by Darling, Second by Wilder

Wilder-aye

Martin-aye

Hanelt-aye

McKenna-aye

Darling-aye

15. Loss Committee Report-Minutes attached. Working towards goal of 7% back this year on insurance program, 10% in future years to equal about \$3,400 per year. Will meet again in Jan or Feb.

16. Old Business

- a. Ambulance EOA Update-Avila said he's on the oversight committee for the EOA. There's a named contractor to do a plan and will meet in January. Avila will bring that to AV Ambulance board for input. Timeline is 18 months, but can extend if the plan is not done appropriately.

17. Concerns of Directors:

Hanelt-would like to see what newly passed water bond has for Anderson Valley.

Darling: when we have community guests, hold them to a time limit.

McKenna: Talked to Marty Bradford and said the State Water Board slammed the door on previous water project.

18. Closed Session-Personnel. Went into closed session at 8:10pm. Announcement: A draft vacation policy for non-contract employees will go on agenda in open session for December.

19. Any special item-none

20. Adjourned at 8:20pm.

Joy Andrews, Recording Secretary (for Patty Liddy)