

**MINUTES of the BOARD OF DIRECTORS
ANDERSON VALLEY COMMUNITY SERVICES DISTRICT
14281 Highway 128 Boonville, CA
March 16th, 2016**

1. Called to order at 5:30pm by Chair **Hanelt**. Board members present: Valerie Hanelt, Kathleen McKenna, Kirk Wilder, Paul Soderman. Board members absent: Joanie Clark. Staff Present: Joy Andrews, Andres Avila. Staff absent: Patty Liddy
2. RECOGNITION OF GUESTS AND HEARING OF PUBLIC-Martha Hyde, Mark Scaramella, Cindy Wilder, Philip Thomas. **Hyde** asked to address the board as a member of the public. Personal opinion is ambulance merger is essential for local sustainability. It needs stability in management by a full time EMS person, the fire chief. In the past 18 years, has had 10 managers. Some had no experience and had to juggle multiple jobs and could've benefitted from operational oversight. The system is getting more complex. This merger impacts all residents.
3. CORRESPONDENCE RECEIVED – No discussion
4. CHANGES OR MODIFICATION TO THIS AGENDA – *Motion by McKenna to move 12c after 4, followed by 16a and 16c and to add the LAFCo ballot to 6e, seconded by Wilder. Motion carried.*
5. Presentation on Food Shed, Cindy Wilder (copy attached) – Cindy Wilder said the Food Shed Group is in the process of going under the Cloud Forest Institute for their 501(c)3. *Motion by Wilder that when the 501(c)3 is produced, we transfer the self-sustaining seed funds to the Food Shed Group's account, seconded by McKenna. Motion carried.*
6. Old Business
 - a. Ambulance EOA Update – Avila said the Exclusive Operating Agreement is supposed to come out in April, but has heard that the date might be pushed back.
 - b. Ambulance Merger Update – Avila said the ad hoc committee reconvened. The biggest hurdle is the LAFCo stipulations to reorganize. Annexing would correct the district/response lines. The cost of a ballot is still to be determined. The ambulance will pay the \$5,000 deposit but if the fire department backs out, it will repay the ambulance \$2,500 of that. The voters are outside of the district, which is probably less than 100 people. *Motion by McKenna to add authority for fire chief to sign agreement with ambulance on LAFCo fee to the agenda, seconded by Wilder. Motion carried.*
 - i. Authorize Fire Chief to sign agreement with Ambulance on LAFCo fee – *Motion by Soderman to authorize the Fire Chief to sign the agreement with the ambulance on the LAFCo fee, seconded by Wilder. Motion carried.* **Thomas** said in the information he reported to the AVA is that the ambulance is exploring the merger but that the CSD is applying to LAFCo. *Thomas and Hyde left at 6:20pm.*
7. CONSENT CALENDAR
 - a. Approval of February 17th, 2016 CSD Board Minutes
 - b. Approval of Expenditures as Reviewed at the March 9th, 2016 Budget Committee Meeting Per the Minutes *No objections were noted to the consent calendar.*
8. NEW BUSINESS:
 - a. Yorkville Traffic Concerns (draft letter attached) – *Motion by McKenna to make the proposed edits to the letter and to authorize Andrews to retype and send to Cal Trans and the CHP, seconded by Wilder. Motion carried.*
 - b. How to Inform Residents about Negative Results of Boonville Water Testing – **Hanelt** said everyone with negative test results has been contacted by Alpha Labs. Have to walk and deliver an additional letter for two people that weren't available by phone. Once the Public Health Department received the results with numbers, it became their responsibility to notify the public. **Hanelt** has done interviews with the Ukiah Daily Journal, Press Democrat, and the AVA.
 - c. Resolution to Move Forward with LAFCo Annex Application for AVFD SOI – *Motion by Soderman to adopt the resolution, seconded by McKenna. Roll call as follows: McKenna-aye Soderman-aye Hanelt-aye Wilder-aye*

- d. Recommend Transferring FY15-16 Allocations to Reserves – **This will be moved to the April board meeting.**
- e. LAFCo Ballot – **McKenna** said Tony Orth is on the MCAFD and very active. He has been on LAFCo before. **Avila** said he worked on a CSD as well, and would support fire district. *Motion by Wilder to support Mr. Orth, seconded by McKenna. Motion carried.*
7. GENERAL MANAGER’S REPORT-(copy attached)
8. FIRE CHIEF’S REPORT (copy attached)
9. FIRE PROTECTION COMMITTEE REPORT (copy attached) –**Soderman** is designing a water catchment system for the new Philo station.
10. BUDGET COMMITTEE REPORT
 - a. Budget Chairperson Report & Recommendations – **McKenna** said there were no action items.
 - (1) Committee Recommendation on Class Proposals – None.
11. AIRPORT COMMITTEE REPORT – **Wilder** said there was no meeting. Will likely get a crop of hay this year. FAA grant application for the ALP has been submitted.
12. RECREATION COMMITTEE REPORT:
Review of Recreation Class Proposals:
 - a. Trip Proposal for Visit to SRJC Main and Satellite Campuses – *Motion by Wilder to approve the college trips, seconded by Soderman. Motion carried.*
 - b. Proposal for Fitness Class and Obstacle Course Event – *Motion by Wilder to sponsor the fitness class, seconded by McKenna. Motion carried.*
13. PERSONNEL COMMITTEE REPORT – **Hanelt** said the evaluations are completed and all scored high. Staff shared their goals for the next year. Feels a COLA increase should always be separate. The committee is recommending a merit increase. *Motion by McKenna for a 5% merit increase plus COLA for Andrews and Liddy, seconded by Wilder. Ayes-Wilder, Hanelt. Naves-Soderman, McKenna. Motion did not carry.*
Motion by Soderman for a salary increase of 6% for Andrews, seconded by McKenna. Ayes-Hanelt, McKenna, Soderman. Abstained-Wilder
Motion by McKenna for a salary increase of 6% for Liddy, seconded by Soderman. Motion carried.
14. POLICIES AND PROCEDURES COMMITTEE REPORT (copy attached) *Motion by Wilder to accept the Policies and Procedures as written, seconded by McKenna. Motion carried. For April agenda, post event trip summary form.*
15. LOSS CONTROL COMMITTEE REPORT
 - a. Policy on Threshold for Submitting an Insurance Property Claim – **Soderman** reported the committee met today and is researching the option of deductibles versus premium costs.
16. OLD BUSINESS (cont’d)
 - c. The Water Project (copy attached) – **Hanelt** said they’ve sent out a letter to those who had a negative water test. Waiting on budget portion from engineers to finish grant application. Neil **Darling** asked if anyone was going to look at short term solution. **Hanelt** responded that it’s the responsibility of the homeowners and most currently aren’t drinking the water anyways.
 - d. MCAFD Formula for Allocation of Prop 172 Funds – McKenna. *Motion by Soderman, seconded by Wilder to approve the formula. Motion carried.*
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
19. ADJOURNMENT