

**MINUTES of the BOARD OF DIRECTORS
ANDERSON VALLEY COMMUNITY SERVICES DISTRICT
14281 Highway 128 Boonville, CA
April 20th, 2016**

1. Called to order at 5:35pm by Chair **Hanelt**. Board members present: Valerie **Hanelt**, Kathleen **McKenna**, Paul **Soderman** and Joanie **Clark**. Board members absent: Kirk **Wilder**. Staff Present: Andres **Avila** and Patty **Liddy**. Staff absent: Joy **Andrews**.
2. RECOGNITION OF GUESTS AND HEARING OF PUBLIC- Mark **Scaramella**
3. CORRESPONDENCE RECEIVED – Reviewed
4. CHANGES OR MODIFICATION TO THIS AGENDA – None
5. CONSENT CALENDAR
 - a. Approval of March 16th, 2016 CSD Board Minutes
 - b. Approval of Expenditures as Reviewed at the April 13th, 2016 Budget Committee Meeting Per the Minutes.
No objections were noted to the consent calendar.
6. NEW BUSINESS:
 - a. Recommend Transferring FY 15-16 Allocations to Reserves – **Avila**: Request from **Avila** and the FPC to move FY 15-16 allocations to Apparatus, Workman’s Comp, Structure and Communications Reserves. *Motion by McKenna to approve moving the FY 15-16 allocations to Apparatus, Workman’s Comp, Structure and Communications Reserves. 2nd by Clark. All ayes, no nays.*
 - b. Hydraulic Cutters for Rescue: The Jaws of Life hydraulic cutters are broken. Instead of buying new Jaws of Life, we need new hydraulic cutters. AVFFA will pay 50% of the bill and the Fire Dept. needs to pay \$2,880. *Motion by Soderman to spend up to \$3,000 for hydraulic cutters. 2nd by Clark. All ayes, no nays.*
 - c. The FPC agreed that a stipend of \$30 a day would be a way of thanking the officers who cover for duty weekends. For three weekends a month, an officer is on call for the Chief in the valley. This means they are available 24/7 for any calls. Many volunteer fire districts do a stipend or a paid duty. *Motion by Soderman to give a stipend of \$30/per day for official duty officer shift. 2nd by McKenna. All ayes, no nays.*
 - d. Automatic External Defibrillators (AED) Purchase - \$15,000 for nine of them: The ones in service right now were purchased back in the 1990’s and are considered obsolete and hard to find parts for. The AV Lions Club is contributing \$3,000 towards this. The AV Ambulance is buying one of the nine. *Motion by McKenna to approve \$15,000 to purchase 8 AEDs to be reimbursed by The AV Lions Club and AVFFA. 2nd by Clark. All ayes, no nays.* **Scaramella** will put it in the paper when the new ones come in, that the old ones are available to use for the next year. Pop-Warner and Tee-ball may want to use them.
 - e. Training Officer Salary Merit Raise: \$1.36/per hour (6%): **Avila** shared with the Board that his Training Officer is up for a 6% merit raise. *Motion by McKenna to approve a 6% merit raise for the Training Officer for the next fiscal year. 2nd by Soderman. All ayes, no nays.*
7. GENERAL MANAGER’S REPORT:
 - FY 14-15 Audit Update
 - Water/Sewer Project
 - Ambulance Merger GM Hours
 - Training Updates
 - Brown Act Reminder (From CSD Training): The Board would like a better understanding of what qualifies as an emergency. They want to ask **Andrews** to give them a more detailed account of what this constitutes.

8. FIRE CHIEF'S REPORT (copy attached) **Avila** - Reviewed
9. FIRE PROTECTION COMMITTEE REPORT (copy attached) **Soderman** - Reviewed
10. BUDGET COMMITTEE REPORT
 - a. Budget Chairperson Report & Recommendations –**Clark**
 - (1) Committee Recommendation on Class Proposals – None.
11. AIRPORT COMMITTEE REPORT – (copy attached) Reviewed
 - a. AIP Grant Agreement Discussion. Draft a Resolution for **Wilder** to be Authorized Signatory. Resolution 2016-04: ***Motion by McKenna to authorized signer Kirk Wilder on all correspondence between the Anderson Valley Community Services District, The FAA, California Transportation Department, Division of Aeronautics and contracts with Robert Wadell pertaining to Grant Offer 3-06-0299-006-2016, dated April 8th, 2016. All ayes: Clark, Soderman, McKenna and Hanelt. Board member absent: Wilder***
Copy of resolution attached. **Scaramella** wanted **Andrews** to find out if there was a percentage of the grant going to the CSD for administrative fees. Next Airport Committee Meeting will be in July.
12. RECREATION COMMITTEE REPORT: (copy attached) **McKenna** - Reviewed
14. POLICIES AND PROCEDURES COMMITTEE REPORT:
 - a. Recreation past Event/Trip Report Form: The form will show the actual expenses incurred and an analysis of the success of the program/class and whether there were any problems and their resolution. This information will be valuable for future planning of classes and events. **Andrews** can keep track and have it on file. ***Motion by McKenna to incorporate this report form after the event into our policies and procedures. 2nd by Clark. All ayes, no nays.***
15. LOSS CONTROL COMMITTEE REPORT
16. OLD BUSINESS:
 - a. Ambulance EOA Update – **Avila** said the Exclusive Operating Agreement will come out for review in August.
 - b. The Water Project – A cap of \$500K per application for The Engineers' Plan of Study for "Clean Water" (ie. septic) and "Drinking Water". **Hanelt, McKenna** and the engineers are getting data results from well logs as well as potentially testing existing wells in the Boonville corridor before the actual test well drilling. **Hanelt** shared other data with the Board (copies attached) about the affordability formulas for the State grant and loan programs based on MHI (Mean Household Income) of served residents. Next Wed, April 27 at 1:30, **Andrews** and **Hanelt** are meeting with Karen McBride and North Coast Water Board senior engineer Sheri Miller. The next Boonville Planners meeting is May 24th at 7 pm and the completed engineer Plan of Study will be shared.
The Plan of Study must be completed before we can apply to LAFCO to activate our water and sewer powers in readiness for potentially providing these services to the community.
 - c. Ambulance Merger Update – **Avila**: Lots of time and staff are working on this, but we're not locked in. We're in the LAFCo process. **Avila** shared that the annexation hurdle is first. They have to actively sell the notion to the property owners into being part of the AVCSO. **Avila** and team will be sending flyers soon and opening up some meetings. There is a public meeting at YCBA on May 22nd.
 - f. MCAFD Update – **McKenna**. Norman Duvall was at the meeting. There was a discussion about the formula. Most of the fire districts agree and only three haven't yet. The legal appeal is in limbo. The Negotiating Committee met with Supervisors and came back with an offer, which was grudgingly accepted. (MCAFD flyer attached).
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: **McKenna** shared concerns that there wouldn't be enough time to look over draft budgets because the next Board Meeting is open to the public. No other concerns from Directors.
19. ADJOURNMENT: 7:28