

**MINUTES of the BOARD OF DIRECTORS, REGULAR MEETING
ANDERSON VALLEY COMMUNITY SERVICES DISTRICT
BOONVILLE FIREHOUSE, 14281 Highway 128
September 19th, 2018 at 5:30 p.m.**

Approved

1. CALL TO ORDER AND ROLL CALL: Chair **Hanelt** at 5:30pm. Members present: Valerie **Hanelt**, François **Christen**, Larry **Mailliard** and Kathleen **McKenna**. Staff present: Joy **Andrews**, Patty **Liddy** and Andres **Avila**. Paul **Soderman** absent.
2. RECOGNITION OF GUESTS AND HEARING OF PUBLIC: Mark **Scaramella** wanted to make sure that our CSD web-site is compliant. **Andrews** thinks that it is and that the CSDA will notify us of any changes.
3. CORRESPONDENCE RECEIVED – Reviewed.
4. CHANGES OR MODIFICATION TO THIS AGENDA- Change Airport 11 to Airport 7; when Kirk **Wilder** arrives to give the Board a report on the Airport Committee.
5. CONSENT CALENDAR
 - a. Approval of August 15th, 2018 CSD Board Minutes.
 - b. Approval of Expenditures as reviewed at the September 12th, 2018 Budget Committee Meeting per the Minutes-
No objections noted; the consent calendar was accepted
6. NEW BUSINESS:
 - a. Letter of Support for AB1999 Allowing CSDs to Provide Internet Services – (Copy of letter attached). *Motion by McKenna to approve the letter of support for AB 1999 to make it easier for a special district to provide internet services by removing a requirement that private parties first be given a chance to provide the service. 2nd by Christen. All ayes, no nays.*
 - b. Accept FY16-17 Audit – **Hanelt** found that there was need of correction regarding the \$500,000 grant for Clean Water left out of the narrative on page 16. **Andrews** will let Rick Bowers know. **Scaramella** said that the Budget Committee needs to discuss the audit.
Wilder arrived at 5:45
 - c. Fund Balance Carryover for Fire Dept. – **Avila** explained the reasons for the fund balance carryover. The FPC and the Budget Committee have approved this. **Avila** wanted the Board to know that in the near future there will be new mandates for radios. Right now, our radios have 128 channels and will soon require 528. It will cost roughly \$30,000 to get all the radios replaced. The Apparatus Reserve is to save money to buy a new wildland engine. Recently Avila was sent an email with an increase of \$6,000 or \$7,000 from the original signed contract price. The manufacturers assert that this increase is because of steel tariffs. **Avila** is drafting a letter to the company to express his displeasure. There is \$40,000 that **Avila** would like to put in reserves; the money is already in the budget and will be saved for spending at a different time. *Motion by McKenna to approve the allocation of \$40,000 (\$10,000 to Communications and \$30,000 to Apparatus Reserves). 2nd by Mailliard. All ayes, no nays.*
7. AIRPORT COMMITTEE REPORT – Airport Manager **Wilder** filled the Board in on the changes going on with the Airport Committee members. One died and one is sick. They are trying to re-establish the Committee. The 19th Annual Airport day had a very good local turn-out, but because of the wildfires, there weren't as many out of towners flying in. It was still a successful event with over \$800 being raised. The trees have been trimmed using CAAP funds. The Airport inspection just

took place and the inspector was very satisfied. **Wilder** and **Andrews** will be applying for the CAAP grant in the next few weeks.

Wilder left at 6:05

8. GENERAL MANAGER'S REPORT- REVIEWED. (Copy Attached): **Andrews**

- Audit Progress – The FY 16-17 audit has been received and emailed out to the Board. The materials are being dropped off for the FY 17-18 this week in hopes we can get the audit back sometime this winter.
- Airport Committee Update – **Nimmons** attended last week's Budget Committee as a guest and we hope she will consider being an Airport Committee and Budget Committee member. **Wilder** said a new Airport Road property owner, Steve Crawford, has agreed to join the committee and there will be an Airport Committee meeting in the near future.
- New Phone System – The new phone system has been installed at the Boonville Station. There was training and the system is very user friendly.
- AVVFFA Fair Food Booth – Most of the 36 volunteer shifts needed to work the booth are almost all non-firefighters, which is different than years past. These local people come together and this strengthens the community even more. The booth sold out of burgers by Sunday afternoon.

9. FIRE CHIEF'S REPORT: REVIEWED (Copy Attached):

Avila discussed the benefit assessment review and wanted the input of the Board regarding benefit assessment stipulations. The Chief proposes that any Conex box or Hoop house that has any permanent installed utilities, a foundation, modifications that create a site-specific structure or has remained on-site for over a year will be subject to benefit assessment review if it is in a commercial zone. Hoop houses and Conex boxes were discussed at length and there will be more input at the next Board meeting. Strike Team Assignments - There was a Strike team assignment this summer on the Delta Fire near Dunsmuir. Yorkville Workshop - The AVFD participated in a Fire Workshop at the YCBA community room and **Avila** hopes to have more of these around Anderson Valley with the collaboration of Cal Fire and Road Association. Elkhorn Road is having a workshop this weekend. AV Net Improvements - A new duplexer and antenna had been installed and the coverage is a major improvement in AV NET tone 3 capabilities.

9. FIRE PROTECTION COMMITTEE REPORT/EMS COMMITTEE REPORT (Copies Attached): The YCBA has been raising funds to put up a structure to house a water tender. Even though the YCBA has raised over \$65,000, there is some discouragement regarding how expensive this structure might end up being with new laws to change the existing structure to follow The American Disabilities Act (ADA) specifications such as new doors, toilets, steps, etc. There was much discussion about different buildings that may be able to house the water tender.

EMS SUB-COMMITTEE – Ambulance membership is up to 553 members and the budget was for 450 members. There was discussion about billing for services vs. materials and will be on the agenda next month.

11. BUDGET COMMITTEE REPORT (Copy Attached)

- a. Budget Chairperson Report & Recommendations –
- b. (1) Review and Recommend New Grant Opportunities: None
Fire Department Financial- **Reviewed**. Ambulance/EMS Financial- **Reviewed**. Airport Financial- **Reviewed**. Review of Current Grants – **Long** wondered if the Community Foundation Grant was coming up. **Avila** shared that the Assistance for Fire Fighters' Grant (AFG) was denied. Long Range Plan Budgeting Considerations. – **Scaramella** reviewed his

questions with the Committee and **Avila** answered his queries. Fire Dept. Balance Carryover – **Avila** – The Fire Department has put the brakes on spending and now wants to put the money back in reserves. There is money coming in and if it isn't spent there will be enough to put \$40,000 in reserves: one quarter (\$10,000) to Communication Reserves and three quarters (\$30,000) into Apparatus Reserves. The Budget Committee approved of this.

12. RECREATION COMMITTEE REPORT- did not meet.

13. PERSONEL COMMITTEE REPORT – did not meet.

14. POLICIES & PROCEDURES COMMITTEE REPORT

a. Fire Chief Salary Increase – After many suggestions and discussion, the Board is going to consider options for the Chief's salary. Since his contract is for two years this is not a yearly consideration, but the Board wants to make sure the **Avila** is compensated for all the hard work and long hours he puts in and with no reservations wants to give him a raise. 5% has already been written into the budget and **Christen** is researching employer retirement plans as **Avila** has requested any additional salary amount be a contribution to his retirement plan. **Hanelt** has asked the Budget Committee to make projections for 4% - 8% raise extensions of annual salary.

15. OLD BUSINESS:

a. Water Project Update: The CEQA NOP (Notice of Preparation) scoping meeting will be November 1st, 2018. Brelje and Race Engineers will send out the meeting notice in mid-October to parcel owners and adjacent owners. The comment period ends 30 days after the notices are sent out. The final EIR document will be released January 15th, 2019 and another community meeting will take place mid- or end-February for any follow up questions/comments the public may have. The 45-day notice will need to be given to the public before the AVCSD board passes a resolution at a regular board meeting. If the clock starts ticking for the 45 days public comment period on January 15th, the Environmental Impact Resolution can be passed at the March AVCSD board meeting.

On October 4, **McKenna**, **Hanelt** and **Andrews** will be meeting with the County Planning and Building Dept Head Julia Acker and the Public Health head Trey Strickland at the County offices. We will update them on the status of the projects and line up their participation in future community meetings.

b. MCAFD Update: **Mailliard** – Did not meet.

c. EOA Update: **Avila** – The Request for Proposal (RFP) is still not in and it all seems to be going in a different direction. There is another Board of Supervisors meeting on October 16. **Avila** says we are at a critical juncture with our staffing need to be able to pool enough volunteers to man the Ambulance Barn every day with four qualified credentialed staff.

16. ANY SPECIAL ITEM NOT ON THE AGENDA BUT APPROVED UNANIMOUSLY BY THE BOARD OR LEGALLY REQUIRED OR AUTHORIZED FOR IMMEDIATE ACTION: None

17. CONCERNS OF DIRECTORS: None

18. ADJOURNMENT- 7:55 pm

Recording Secretary – Patty **Liddy**