

**MINUTES of the BOARD OF DIRECTORS, REGULAR MEETING
ANDERSON VALLEY COMMUNITY SERVICES DISTRICT
BOONVILLE FIREHOUSE, 14281 Highway 128
February 20th, 2019 at 5:30 p.m.**

APPROVED

1. Called to order by Chair **Hanelt** at 5:34 pm. Members present: Kathleen **McKenna**, Larry **Mailliard**, Paul **Soderman**, François **Christen** and Valerie **Hanelt**. Staff present: Joy **Andrews**, Andres **Avila** and Patty **Liddy**
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 January 16th, 2018 CSD Board Minutes.
 - b. Approval of Expenditures as Reviewed at the February 13th, 2019 Budget Committee Meeting Per the Minutes. The consent calendar was accepted.
6. NEW BUSINESS
 - a. Resolution Authorizing Application for Firefighter Property (FFP) Program (Resolution 2019-01)
 - b. Resolution to Naming Alternate Depository and Naming General Manager as District Treasurer (Resolution 2019-02) - *Motion by Soderman to accept the resolution naming alternate depository and naming general manager as district treasurer (Resolution 2019-02). 2nd by McKenna. All ayes, no nays.*
 - c. Resolution for Donations to go to Non-Profit Foundations (Resolution 2019-03) – *Motion by McKenna to approve the resolution for donations to go to non-profit foundations with a few minor alterations (resolution 2019-03). 2nd by Soderman. All ayes, no nays.*
 - d. Resolution Authorizing Applications for State & Federal Surplus Property Program (Resolution 2019-04) - *Motion by McKenna to approve resolutions for the application for firefighter property program (Resolution 2019-01 and also the resolution authorizing applications for state and federal surplus property program (Resolution 2019-04). 2nd by Mailliard. All ayes, no nays.*
 - e. Revision of Ordinance 2019-01 – This is a revision of the ordinance with some more fee schedule payments that may come up. *Motion by McKenna to accept Ordinance 2019-02. 2nd by Soderman. All ayes, no nays.*
7. GENERAL MANAGER’S REPORT: (Copy attached):
 - ATM Update
 - Water/Sewer Update
 - SB 1343 Harassment Trainings
 - EMS Professional Liability Insurance
8. FIRE CHIEF’S REPORT: (Copy attached)
 - Washer/Extractor – bought by the Anderson Valley Fire Fighter Association (AVVFFA) & the Anderson Valley Ambulance Service (AVAS or aka Foundation).
 - MRCD/Fire Safe Council Grant – Mendocino Resource Conservation District (MRCD) was awarded a \$95,000 matching grant for fuel reduction and fire prevention in the Navarro Watershed.
 - Yorkville Station Water Tender Building – The conceptual plan for the new water tender bay in Yorkville was verbally approved by the County Planning and Building Services. A \$10,000 matched donation for the Yorkville Fire House has come in.
 - Battalion Chief **DeWitt** – Angela **DeWitt** was promoted to Battalion Chief 7401 on Tuesday night training. She will now be an officer over Signal Ridge, Philo and Boonville.
9. FIRE PROTECTION COMMITTEE REPORT/EMS COMMITTEE: (Copies attached).
10. BUDGET COMMITTEE REPORT: (Copy attached).
 - a. Budget Chairperson Report & Recommendations:
 - (1) Review and Recommend New Grant Opportunities –
 - (2) Income Property Tax Revenue of \$1,286.86 to FASIS Bill. This was discussed last month and **Andrews** talked to legal counsel. *Motion by McKenna to pay the FASIS bill. 2nd by Christen. All ayes, no nays.*
 - (3) Recommendation to Correct Error in Addition by Reducing Contingency Line Item #63900 for Fire by \$2,007 and for EMS by \$700 to Balance Revised Budget. Explanation that this was math that made the budget not come out balanced; no money is involved. *Motion by Soderman to*

*correct the error in addition by reducing the contingency line items for Fire and EMS budget.
2nd by Christen. All ayes, no nays.*

11. AIRPORT COMMITTEE REPORT: Did not meet.

12. RECREATION COMMITTEE REPORT: (Copy attached).

a. Review of Recreation Class Proposals or Trip Report Forms:

(1) Day Trip to Sacramento State University

13. PERSONNEL COMMITTEE REPORT: **Hanelt** and **McKenna** will meet with staff on Friday, February 22.

McKenna will be filling in for **Mailliard** because he has jury duty. **Hanelt** will be absent in March and

McKenna will chair the Board meeting.

14. POLICIES & PROCEDURES COMMITTEE REPORT:

a. Duties & Responsibilities of Vendors/Volunteers Operating on Agency Grounds

b. Insurance Requirements in Contracts

c. Health Benefits for Hourly Employees After 5 years Employment

d. Update on P&P Personnel

e. Update on P&P Budget Committee

f. Fee Schedule Modifications

Motion by McKenna to accept the revisions of these specific policy and procedure updates.

2nd by Mailliard. All ayes, no nays.

15. OTHER BUSINESS: None

16. OLD BUSINESS:

a. **Hanelt** reported that the Boonville Planners met with the engineers, many agency representatives, and the public on Jan 29, 2019. A full transcript from that meeting was shared with all the agencies and individuals we have been working with since the beginning of the projects in 2014/15. Also, we have made copies and are handing them out throughout the town. Val **Hanelt** did a radio interview about the projects and it aired Feb 6, 2019. It is 5 minutes long and it is on kzyx.org. Title is "I Don't Drink My Water". Kathleen, Joy and Val had a conference call today (2/20/2019) with our project managers at the State Water Board Division of Financing. Even though we missed the cutoff for Severely Disadvantaged Community by \$378 (cut off for 60% of California median income was \$40,679 and Boonville's was \$40,301), the managers felt that there would not be a problem justifying 100% funding. We have been in the Severely Disadvantaged Community band three out of the last five years and our five-year average is under the cutoff. They felt 100% funding was possible if we kept the sewer project under 16 million (we are 13.5) and the drinking water under 20 million (we are 19.3). We are trying to find a new site for the treatment plant. We are now on our fourth attempt. We might consider asking the State to separate the Sewer and Drinking Water CEQA process to allow Drinking Water to finish faster. At this time Drinking Water is still in the negotiating phase with well owners, but as the siting of the treatment plant is delayed, it would be better to separate them.

b. MCAFD Update – **Mailliard** – The 3rd District supervisor Haschek was at the meeting. Elk has not received their prop 172 funds. There was much discussion on providing evacuation/escape routes in case of wildfires, but there is also a worry about liability for landowners. There was an informative discussion about auditors for special districts and thinking of ways of sharing or batching districts to make it more appealing to auditors. Emergency preparedness was a hugely important topic of discussion

c. EOA Update – **Avila** –The Request for Proposal (RFP) is out! It was just released yesterday. **Avila** is still reading through it. **Avila** sent the RFP in an email to all the Board members. Will have more to discuss next month.

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

18. CONCERNS OF DIRECTORS- None

19. Adjourned at 8:10pm

Recording Secretary – Patty **Liddy**