

**MINUTES of the BOARD OF DIRECTORS, REGULAR MEETING
ANDERSON VALLEY COMMUNITY SERVICES DISTRICT
BOONVILLE FIREHOUSE, 14281 Highway 128 & Teleconference Call & Zoom
June 17th, 2020 at 5:30 p.m.**

Approved

1. Called to order by **Soderman** at 5:30 pm. Members present Kathleen **McKenna**, Larry **Mailliard**, François **Christen**, Paul **Soderman**, Joy **Andrews**, and Patty **Liddy** all on Zoom and teleconference call. Andres **Avila** present at the Firehouse. Valerie **Hanelt** absent.
2. RECOGNITION OF GUESTS AND HEARING OF PUBLIC: Mark **Scaramella**, Saoirse **Byrne**, and Kelly **Crisman** on teleconference call.
3. CORRESPONDENCE RECEIVED – Reviewed.
4. CHANGES OR MODIFICATION TO THIS AGENDA: 12.a. moved up to 6. a.
5. CONSENT CALENDAR:
 - a. Approval of May 15th, 2020 CSD Board Minutes.
 - b. Approval of Expenditures as Reviewed at the June 10th, 2020 Budget Committee Meeting Per the Minutes. *The consent calendar was accepted.*
6. NEW BUSINESS:
 - a. Equestrian Club Class Proposal: **Byrne** and **Crisman** were available for any questions regarding this proposal for high school kids to be with horses. The club would focus “on learning the theory of developing horses physically and would include hands on demonstrations every other week”. They would not be riding the horses. *Motion by McKenna to approve this proposal taking into consideration that it doesn’t happen until the COVID-19 lockdown is over and that social distancing and masks are required. 2nd by Soderman. All ayes, no nays.*
 - b. Adoption of FY 20/21 Budgets. **Andrews** presented the Board with the budgets and noted that nothing had changed on any of them in the past two months. There were no requests from the public for copies nor any questions. *Motion by McKenna to approve the proposed budgets. 2nd by Christen. All ayes, no nays.*
 - c. Letter to Board of Supervisors Requesting Confirmation and Support for Prop 172 Funds. **Avila** and **Scaramella** shared with the Board that the funds from Prop 172 will not be diverted and we do not need to send a letter to the BOS. **Avila** will be keeping an eye on the TOT funds as well as the pot tax which the department has not seen any money from.
 - d. Letter to California Senate & House Representatives to Support H.R. 7073 (Special Districts Provide Essential Services). **Andrews** shared that we only receive \$1,400 from Care. This is a letter of support for all Special Districts to get access to funding. *Motion by McKenna to send this letter to our representatives. 2nd by Christen. All ayes, no nays.*
7. GENERAL MANAGER’S REPORT: (Copy attached):
 - **Water/Wastewater Update:** We are going to draft a letter to send out similar to the wastewater letter that was sent. **Andrews** hopes to have a version for the Water Projects Committee and the Board to review in July.
 - **Elections:** **Andrews** filed the required notice for those directors’ seats who are coming up for vacancy in November.
 - **Airport Inspection:** **Andrews** completed the airport inspection last Thursday. The FAA told **Wilder** that the airport will be receiving \$20,000 as part of the economic stimulus. The airport is in good condition and the repaving is holding up thanks to regular weed control.
 - **End of Fiscal Year:** June 30th is the end of our fiscal year and our audit will begin in October after the County allocates the final quarterly interest payment to our reserve accounts.

Calendar on schedule.

8. FIRE CHIEF'S REPORT: (Copy attached): Presented by **Avila** – **OSFM MANDATED INSPECTION PROGRAM**: Over the last few years AVFD has been ramping up our Fire Prevention Branch to create safer buildings and facilities district wide. On top of this, the Office of the State Fire Marshal (OSFM) has put the responsibility on the fire District Board to ensure certain occupancies receive annual inspections. We have complied with this over the last several years. The OSFM has now required us to participate in an online program to keep track of the facilities and to ensure we are reporting annually. I elected to stop our usual spring time fire inspections due to COVID 19 and the extra burdens that it may impose on businesses. As the community starts to open back up, the program will need to commence to ensure that our requirement is met. **AMBULANCE 7421**: Four days after new Ambulance 7420 went into service, old ambulance 7421 went out of service for mechanical issues. The ambulance has a 2006 Ford Power Stroke Diesel which is infamous for its many issues unless bullet proofed. Ford has given us several options ranging from full engine replacement (19k), bullet proofing the existing engine (13k), or trying to fix a single symptom now with an uncertainty that it will be entirely fixed. Clay and I will be discussing this with Angus tomorrow morning. If we decide to proceed with a large expense project, I will need to get Board approval prior to committing funds over my spending threshold which will cause delays in the repair. **LIVE FIRE TRAINING CANCELED**: AVFD was nearly complete with the planning of a multi-agency zone drill with live fire in Philo when our application was denied by Mendocino County Air Quality Management District (MCAQMD). The reasoning for the denial was due to the possibility of smoke taint. Some bad wildfire seasons have produced bad or unusable crops which resulted in most grape crop contracts now being tested for smoke taint and the contract have opt-out clauses. Some studies are suggesting that smoke taint will occur during grape growth if there is a high smoke density, they are subject to long durations of smoke, and grapes are in certain phases of growth after flowering, etc. In our situation, we had smoke monitors in the smoke path, the grass fuel would provide very little smoke in light wind conditions, and the flowers were barely in development. None the less, because of the potential liability we were not allowed to provide this extremely beneficial training to the six different departments as we prepare for the upcoming season. Thanks to Aaron Weintraub and Anne Bennett, we moved our adjusted training to the Other Ranch and made full use of the day. Elk and Comptche FDs joined us in hose lays, pumping, hand-line construction, fire shelter deployments, mop-up practice, mobile attack, drafting and more. Both the Anderson Valley Fire Fighters Association (AVVFFA) and the Anderson Valley Ambulance Service (The Foundation) contributed with meals and serving lunch to avoid COVID exposure. Although this was not the live fire training that most were looking for, all received a lot of good training that Saturday. **Avila** wanted to thank Terry **Farrelly** for all of his hard work on the radios this past week.
9. FIRE PROTECTION COMMITTEE REPORT/EMS COMMITTEE: (Copy attached): **Soderman** presented. EMS Committee Update: (**Eubank**) County EMS Update - Things have been quiet in the valley. The county has had 30 COVID-19 cases, but none in Anderson Valley other than the Ukiah person who tested positive at the AV Health Clinic. Comptche volunteers are still reporting for ambulance duty. EMSO Report/Calendar of Events - New ambulance 7421 is up and running, but the old ambulance 7420 blew a head gasket and is at Ukiah Ford for repair. The IGT fund transfer is on hold until certain information is obtained. Navarro Station Trespass Issue - (**Avila**) briefed the committee on the CSD Board decision to bill the trespasser \$9000. Said person has stated he cannot pay, so the issue is still open. COVID-19 - Patients are no longer being bagged because of the risk of exposure. Yorkville Station Update - The mortgage holder of the property in question has refused permission for construction of the station for reasons unknown. Consequently, a site near the Yorkville Post Office is being considered, though there are problems with drainage and soil. Boonville Station Stand-by Generator Project - The county inspector has accepted the analysis done on fuel line capacity by **Soderman**, but the system has yet to be modified as recommended. **Soderman** will identify the proper propane plumbing fitting needed to finish the job. Yorkville Hydrant - **Avila** described a plan to install a water tank farm, well, and piping that will feed a hydrant in downtown Yorkville. A 3-inch diameter pipe running downhill will provide water at 87 psi. The property owner will allow an easement if a private pipe can be installed in the same trench to provide water to a residence.
10. BUDGET COMMITTEE REPORT: (Copy attached):
 - (1) Budget Chairperson Report – Presented by **Christen**: Review and Recommend New Grant Opportunities:
 - (2) Do Not Transfer County Reserves to Savings Bank of Mendocino County: Andrews explained that there had been a concern about our funds but that it is fine to keep them where they are now.
11. AIRPORT COMMITTEE REPORT: Did not meet.
12. RECREATION COMMITTEE REPORT: Did not meet.

WATER PROJECTS: (Copy Attached): **Andrews** presented -REPORT ON DRINKING WATER PROJECT - **Hanelt** said as of yesterday, Jack Locey reported there is enough volume from the proposed wells to support the system. May only need to dig three new wells and one of those is a sister well for redundancy in case of mechanical failure of that well. One public well will be located at the elementary school which will have a treatment shed. Another cluster of wells will be at the Meadow Estates. A third cluster will be located on Lambert Lane and will serve those wells (currently two). The Lambert Lane cluster still needs to site the treatment shed which is about 12' x 16' on one of those private parcels. REPORT ON WASTEWATER PROJECT - **Hanelt** said engineer Dave Coleman is talking to owners of three parcels. One is in town, one is towards Philo, and one is south of town. The soil type is crucial to the injection site and affects the amount of acreage needed. Alternatively, using a spray field requires a storage pond to hold the clean effluent during the winter months when the ground is saturated with rainwater. The system has to be able to accommodate its own effluent before making agreements with neighbors (i.e. using vineyards using effluent to irrigate or frost spray). The district can either buy or lease the property that the treatment plant is housed on. Even if the land is purchased, the landowner can continue with the current use by leasing the land back from the district. Every site is still being considered until engineering is complete, which they are except for any new potential sites. Should start working on job description for water employee. **Mailliard** said that he would talk to the Johnsons.

13. PERSONNEL COMMITTEE REPORT:

- a. Approval of Fire Chief's New 5-year Contract: This has been reviewed often these past few months. *Motion by Mailliard to approve the Chief's contract but to add item #20. 2nd by Christen. All ayes, no nays.*
- b. Approval of Training Officers/Operations Assistant Contract: The Personnel Committee went over these contracts as well as the Budget Committee. Many healthy discussions were held. *Motion by McKenna to approve both contracts. 2nd by Christen. All ayes, no nays. Mailliard* wanted to thank **Avila** for all of his hard work in bringing this reorganization about.

14. POLICIES & PROCEDURES COMMITTEE REPORT:

- a. Attorney Authorized Work Policy: (Copy attached). **McKenna** showed the Board the Procedure for Authorizing Expenditures for Legal Advice. This will be the process to go through when we sign up for legal advice. *Motion by McKenna to approve this to add to Policies and Procedures. 2nd by Christen. All ayes, no nays. With an addendum to take out the phrase "any appropriate committees".*

Scaramella left at 7pm

15. OTHER BUSINESS: Navarro Property: Navarro property owner asked about a payment plan. *Motion by Mailliard to present a verbal agreement for \$7,500 at \$312/a month. 2nd by McKenna. All ayes, no nays.* **Avila** thanked **Mailliard** for all of his work on this.

16. OLD BUSINESS:

- a. MCAFD Update – Did not meet.
- b. EMS Update – Nothing to report.

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

19. CONCERNS OF DIRECTORS: **Christen** is concerned that the Water Project process is so slow.

20. Adjourned at 7:15 pm

Recording Secretary – Patty **Liddy**