

**MINUTES of the BOARD OF DIRECTORS, REGULAR MEETING  
ANDERSON VALLEY COMMUNITY SERVICES DISTRICT  
BOONVILLE FIREHOUSE, 14281 Highway 128 & Teleconference Call & Zoom  
May 19<sup>th</sup>, 2021 at 5:30 p.m.**

**APPROVED**

1. **CALL TO ORDER & ROLL CALL (Using Robert's Rules of Order)** Called to order by **Hanelt** at 5:33 pm. **Kathleen McKenna**, **Valerie Hanelt**, **Andres Avila**, **Paul Soderman**, **Larry Mailliard**, **François Christen**, **Joy Andrews** and **Patty Liddy** all on Zoom and teleconference call.
2. **RECOGNITION OF GUESTS AND HEARING OF PUBLIC:** **Mark Scaramella** and **Kirk Wilder**. **Scaramella** expressed concern over the traffic racing through Boonville and feels that there needs to be some traffic calming measures.
3. **CORRESPONDENCE RECEIVED:** Reviewed.
4. **CHANGES OR MODIFICATION TO THIS AGENDA:** *Motion by Mailliard to move 7.c. up after the consent calendar. 2<sup>nd</sup> by McKenna before 6. Hanelt – aye, Christen – aye, McKenna – aye, Soderman – aye, Mailliard – aye.*
5. **CONSENT CALENDAR**
  - a. Approval of April 21<sup>st</sup>, 2021 CSD Board Minutes.
  - b. Approval of Expenditures as Reviewed at the May 12<sup>th</sup>, 2021 Budget Committee Meeting.

*The consent calendar was accepted.*
  - 7.c. **AIRPORT COMMITTEE:** This is an emergency item. **Kirk Wilder** asked the Board to approve Resolution 2021-05 which will authorize him to sign any documents required to apply for The Airport Coronavirus Grant Program 3-06-0299-008-2021 and any future subjects' funds on behalf on the AVCSO. *Motion by McKenna to approve the Resolution 2021-05. 2<sup>nd</sup> by Soderman. Mailliard – aye, Christen – aye, Hanelt – aye, McKenna – aye, Soderman – aye.*

**Wilder** left at 5:40
6. **ADMINISTRATIVE REPORT PRESENTATIONS AND QUESTIONS**
  - a. **GENERAL MANAGER'S REPORT:** (Copy attached) Presented by **Andrews:**

**Nexus Study Update:** Per Blair Aas of SCI Consulting our fee program is scheduled go in front of the Board of Supervisors on June 22. **Airport CAAP Grant In Full:** We received word from the DOT that our airport will get the full \$10,000 CAAP grant this fiscal year and should receive it soon. They had updated their forms and Patty and Kirk re-submitted per their request. **Elections Reserves Bill:** The county is still waiting on reimbursements from the state for some elections costs. We'll receive our bill once that's finalized but the elections office thought our \$5,000 estimate was probably accurate which is in this year's budget. I've written into next year's budget a \$1,000 transfer back into the Elections Reserve to start building that back up again. **FY21-22 Draft Budget Schedule:** Per our Policies and Procedures the first drafts of next year's budgets are only being recommended to the board. This month the board will recommend them for public review to then be adopted in June. **FY19-20 Audit update:** Rick Bowers expects our audit to be ready this month. The delay was due to the initial form being lost in the mail last fall and an unusual tax season for him with COVID. I will absolutely push to get this started much earlier next fall. **Insurance Costs FY21-22:** Insurance costs in the California market continue to rise for both worker's comp (due to COVID) and liability (due to wildfires) however GSRMA was able to keep the increase at less than 25% even though other pools have gone up 80%.
  - b. **FIRE CHIEF'S REPORT:** (Copy attached) Presented by **Avila:** **FIRE BOXES:** We are moving right along with the Fire Box Project for local Communities at Risk (CAR). Thanks to Colin Wilson, all of the necessary maps for our first 24 fire boxes have been created. We have the first

half of the project (12 boxes) here at the Boonville Station and they are ready to be painted and installed. AVFD WILDLAND REFRESHER AND LIVE TRAINING BURN: AVFD conducted a very productive wildland refresher training in early May. Several neighboring departments sent engines to attend as well. We had a live training burn scheduled in Yorkville for the second Saturday in May but it was cancelled due to high winds well outside of the burn prescription. PRESCRIBED BURNING: As California starts to get in line with much of the rest of the country in respect to prescribed burning, multiple local residents are now inquiring about controlled burning guidance. CalFire has just introduced a certification pathway for Prescribed Burn Bosses in California. A qualified burn boss can assist land owners meet property forest management and fuel reduction objectives through this relatively inexpensive process. ASSISTANCE BY HIRE: AVFD received the Mendocino Unit Assistance by Hire Policy (ABH) for 2021/22. Historically, the ABH was an agreement between local fire agencies and CDF/CalFire. Last year the document became a CalFire Policy. **Avila** shared that there is a new grant - 20-FP-MEU-009. It a combination of fuel break and to clean up the evacuation corridor for 23.5 miles along the Philo/Greenwood Road from Highway 128 up to the coast. **Hanelt** wondered if there was any news about the bridge by Hendy Woods. Nobody knew anything.

## 7. ADVISORY COMMITTEE REPORTS

- a. **FIRE PROTECTION COMMITTEE REPORT/EMS COMMITTEE:** (Copy attached) Presented by **Soderman**: County EMS Update - Some EMT staff are now giving Covid vaccines. We had a small MCI involving five patients and a dog. EMS Billing Revenue Shortfall - \$5800 revenue obtained in April but a billing shortfall of \$6700 is expected. We now need to buy EpiPens which are expensive because of patent issue. Potential funding from government sources were discussed including IGT, GEMT, GEMTQAF, PGT. Proposed JPA variation on EOA described Fed Excess Type-3 Wildland Engine Update - Delivery delayed by manufacturer but process is moving forward. Utility Pickup Truck Update - Delivery delays linked to electronic chips. EMS Subcommittee Merging with FPC - Three draft variations of procedure were discussed. Community Foundation Community Resilience and Disaster Preparedness Grant - New boxes (emergency information) are being painted and plans are developing for locations. Vidmar Training Burn - 10 acres with mixed fuels and terrain will be used for training burn soon. Multiple agencies are involved. Event is weather dependent. Chief Out of Town - Chief to be out for training classes next Mon - Fri (Eureka), May 24-28 (LA), and June 4-14 for family trip.
- b. **BUDGET COMMITTEE REPORT:** (Copy attached): Presented by **Christen**: GM Report: Nexus Study Update: Per Blair Aas of SCI Consulting our fee program is scheduled go in front of the Board of Supervisors on June 22, 2021. Airport CAAP Grant In Full: We received word from the DOT that our airport will get the full \$10,000 CAAP grant this fiscal year and should receive it soon. Elections Reserves Bill: The county is still waiting on reimbursements from the state for some elections costs. We'll receive our bill once that's finalized but the elections office thought our \$5,000 estimate was probably accurate which is in this year's budget. **Andrews** has written into next year's budget a \$1,000 transfer back into the Elections Reserve to start building that back up again. FY21-22 Draft Budget Schedule: Rick Bowers expects our audit to be ready this month. Due to the initial form being lost in the mail last fall and an unusual tax season for him with COVID. **Andrews** will absolutely push to get this started much earlier next fall. Insurance Costs FY21-22: Insurance costs in the California market continue to rise for both worker's comp (due to COVID) and liability (due to wildfires) however GSRMA was able to keep the

increase at less than 25% even though other pools have gone up 80%.

- 1) Review and Recommend New Grant Opportunities:
  - 2) Recommendation to put FY 2021/2022 Draft Budgets Out for Public Review. *Motion by McKenna to approve to put the FY 2021/2022 draft budgets out for public review. 2<sup>nd</sup> by Christen. Hanelt – aye, McKenna – aye, Mailliard – aye, Soderman – aye, Christen – aye.*  
**Scaramella** wondered if the fire districts would lobby the State for the increasing insurance costs. This increase of insurance money is taking away funds that should be used for fighting fires. The insurance problem should be brought up at the State level.
- c. **AIRPORT COMMITTEE REPORT:** See above after Consent Calendar.
- d. **RECREATION COMMITTEE REPORT:** (Copy attached). Presented by **McKenna**.
- 1) Review of Previously Approved Recreation Class Proposals or Trip Report Forms: The agreement between the CSD and the AVUSD for the Community Park has been signed. There is a committee working on the ways to improve the park. A certified playground inspector for the County visited the park and had some recommendations. The committee also decided to put in a gravel parking lot.
- e. **WATER PROJECTS: (Copy attached)** Presented by **Hanelt**:
- 1) Drinking Water: Negotiations continue with all parties. Last two wells to negotiate are on AV School District property; an existing well on the Elementary School grounds and a new well on the Community Park grounds. We have contact with the new Superintendent to set up a meeting with her and the engineers shortly after she starts on July 1<sup>st</sup> to acquaint her with both projects and their impact on the schools. We are requesting to be put on the August agenda to make a presentation to the School Board. We would like to request authorization of a negotiator who can bring back agreements to the Av School Board to be approved
  - 2) Clean Water: We are concentrating efforts on the Shapiro parcels. We have contacted the Shapiro family through their administrator and a local realtor. Price seems acceptable and we will know how much acreage we need after Dave finishes designs. Both projects are out of planning funds and new funding must wait until the beginning of the next fiscal year on July 1<sup>st</sup>. Thus, soil studies at the Shapiro parcels will be subcontracted once the funds are received. The engineers are continuing working for us; however, they will not submit bills until funding.
  - 3) Public Outreach: Postcards went out to an expanded mailing list last Friday announcing the Virtual Tour of the MBR at Smith River. Kim Strong (now Bennett) will host the Zoom and introduce the panel: Dave Coleman (our engineer), and two operators of MBRs. The Virtual Tour will follow the Waste Project power point presentation that was created by Kim and Joy **Andrews**. The audience may ask questions. We anticipate the Zoom lasting for about an hour. The next day, 5/26/21, it will be posted to YouTube.  
Meeting with State Waterboard Financing: We expressed concern about 110% capacity being adequate as Boonville has been deteriorating (empty lots, burned buildings, blight) for decades and with both Drinking and Waste provided, people can develop their lots and add housing with ADUs (Accessory Dwelling Units Aka Granny Units). The State Waterboard suggested a policy that would use an independent source (ours will be Mendocino Planning Department) that would submit a realistic projection of reasonable growth for Boonville for 20 years (within the existing project boundaries).
- f. **POLICIES & PROCEDURES COMMITTEE REPORT:** Did not meet.

g. **PERSONNEL COMMITTEE REPORT:** Presented by **Mailliard**.

- 1) Increase Secretary Wages by \$1/hour for Shift of GM Bookkeeping Duties – No Budgetary Impact. *Motion by McKenna to approve an increase of the secretary wages by \$1 per hour for shift of general manager bookkeeping duties. 2<sup>nd</sup> by Mailliard. Hanelt – aye, Mailliard – aye, McKenna – aye, Soderman – aye, Christen – aye.*

**8. OLD BUSINESS:**

- a. Approval of Updated Facilities Use Agreement Between AVCSD Recreation Department and Anderson Valley Unified School District for Community Park. **Hanelt** asked that this be removed from future agendas. Agreement has been signed.
- b. MCAFD Update – **Mailliard**: Did not meet.
- c. EMS Update – **Avila**: Nothing to report.

**9. NEW BUSINESS:**

- a. Approve Application(s) for Per Capita Grant Funds: Resolution 2021-04 – **McKenna**. This is a resolution that needs to be part of the grant process for Prop 68. *Motion by McKenna to approve Resolution 2021-03. 2<sup>nd</sup> by Soderman. Hanelt – aye, Mailliard – aye, Christen – aye, Soderman – aye, McKenna – aye.*

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

**11. ANNOUNCEMENTS/CONCERNS OF DIRECTORS:** **Christen** has been working on computer security for the Fire Station. He shared that he recently acquired a new email address specifically for AVCSD business and recommended that the rest of the Board think about doing this. **Hanelt** commended **Mailliard** for all his work with getting the redwood lumber bought.

**12. ADJOURNMENT:** 7:18 pm

Recording Secretary – Patty **Liddy**