

**MINUTES of the BOARD OF DIRECTORS, REGULAR MEETING
ANDERSON VALLEY COMMUNITY SERVICES DISTRICT
BOONVILLE FIREHOUSE, 14281 Highway 128 & Teleconference Call & Zoom
August 18th, 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 5:35 pm. Kathleen **McKenna**, Valerie **Hanelt**, Andres **Avila**, François **Christen**, Larry **Mailliard** and Paul **Soderman** all on Zoom. Staff - Patty **Liddy**. Joy **Andrews** absent.
2. **RECOGNITION OF GUESTS AND HEARING OF PUBLIC:** Mark **Scaramella**. **Scaramella** shared that the Board of Supervisors voted to grant the Redwood Valley Grange \$250,000 to make it a Public Safety Power Shutoff (PSPS) Resource Center. The Anderson Valley Veterans Building was not mentioned at the BOS meeting. **Scaramella** suggested a letter to the BOS reminding them that the AV Veterans' Building was being considered back in 2020 to be a PSPS Resource Center and requesting a reason why it has been dropped. There was also a discussion about staying on Zoom meetings until further notice.
3. **CORRESPONDENCE RECEIVED:** Reviewed. A notice from the County's Dept. of Planning and Building was also discussed with the upshot being to request more information. *Motion by Mailliard to study the Yorkville Redevelopment Project and to check the third box on the notification from the County to get additional information. 2nd by Christen. Mailliard -aye, Christen -aye, Hanelt -aye, Soderman -aye, McKenna -aye.*
4. **CHANGES OR MODIFICATION TO THIS AGENDA:** None.
5. **CONSENT CALENDAR**
 - a. Approval of July 21st, 2021 CSD Board Minutes.
 - b. Approval of Expenditures as Reviewed at the August 11th, 2021 Budget Committee Meeting.
The consent calendar was accepted.
6. **ADMINISTRATIVE REPORT PRESENTATIONS AND QUESTIONS**
 - a. **GENERAL MANAGER'S REPORT:** None. Calendar presented.
 - b. **FIRE CHIEF'S REPORT:** (Copy attached) Presented by **Avila: YORKVILLE FIREHOUSE PROJECT:** After several months of waiting, the Yorkville Community Benefits Association, under the management of Scott Hulbert, has officially started the application process for building the new station in Yorkville. We have faced significant delays in the engineering and surveying portion of the project. The delay on this project will create some apparatus housing challenges over the winter with some of our additional vehicles that were expected to be in the new station by winter time. **Avila** will keep the Emergency Services Committee and the Board apprised of that situation as it evolves in the coming months. **STRIKE TEAM ASSIGNMENTS:** Engine 7471 was deployed on the Beckworth Complex and the Dixie Fire last month. They have returned home and have not been sent out again. **FOBS DEPLOYMENT:** **Avila** accepted a rare opportunity to be assigned as a Field Observer (FOBS) in Montana in early August. A FOBS works within the Planning Section of an Incident Management Team (IMT) to scout, record, and observe field conditions for planning and management purposes. **COVID (DELTA):** AVFD will be following the County's new Delta COVID directive. The County has required that all first responders are to be vaccinated or get tested weekly. The majority of our volunteers are vaccinated with only three or four (some on the inactive list) that are not vaccinated. **Eubank** will be arranging for the test equipment to be housed at AVFD for easy volunteer access and not to add another hurdle for our responders to follow. Having easy access and a rapid test result should make it easier for those who may not want to receive the vaccine but still serve the public safely.

7. ADVISORY COMMITTEE REPORTS

- a. **EMERGENCY SERVICES COMMITTEE:** (Copy attached) Presented by **Soderman**: County EMS: No updates – Coastal Valleys is working on a Joint Powers Agreement (JPA) to create a study and a startup for County-wide EMS funded via PG&E money. Yorkville Station: Site plan is done, awaiting engineering report to submit to County. The foundation slab for the station should be done by this winter (hopefully). MCAFD - Fire Warden Update: Creating a conduit for Fire Chiefs to BOS; still working the details of duties and funding. Strike Team Update: See Fire Chief's report. **Avila** is out on a training. All crews are at home. Fund Balance Carryover: No exact figures: EMS is roughly \$20K. Further action on hold. Lag time in receiving ALS Enhancement Grant Funds and Stipends: MSP: **Thomas/Hyde** to recommend to the Budget Committee that a revolving fund of \$15K be created to make paying crew stipends timely and not depended on County actual cash flow.
- b. **BUDGET COMMITTEE REPORT:** (Copy attached): Presented by **Christen McKenna** talked about the administrative fee from the County. **Scaramella** will draft a letter to send to the County regarding the increase in the property tax admin fee. General Manager's Report: **Nexus Study Update:** This item has been confirmed by the County Executive Office to be on the Board of Supervisors agenda for September 14th. **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. **FY19-20 Audit update:** Rick Bowers received the additional back-up documentation that he requested. We're still waiting He can then wrap up that audit before we start the FY 20-21 in the fall. **Benefit Assessment/Building Permits:** We sent out letters to a few building permit applicants to increase their assessment. We haven't gotten any protests so far. **McKenna** has taken on the job of navigating the county's new software system and creating a database. This has been a cumbersome job but we hope it will go smoothly next year. We'll submit any changes to the county assessor by the 3rd week of August. The Budget Committee approved the motion to Establish Revolving Account for Lag in EMS County Grant Stipends: Emergency Services Committee Recommend to Establish a Reserve of \$15,000 for EMS County Grant Stipends.
- c. **AIRPORT COMMITTEE REPORT:** (Copy attached): Report submitted by **Wilder**: Operations at Boonville Airport are increasing from the low levels created by the Covid-19 slowdown. Boonville is experiencing an increase in overnight aircraft parking as well as an increase in fly in visitors not overnighing. This will reflect positively in increased revenue from our overnight parking fees. Our recent application for the Airport Rescue Grant was accepted and we are in the process of completing the Grant acceptance. Grant No. 3-06-0299-009-2021 will provide Boonville Airport up to \$22,000 for airport operations and expenses. It is a 100% funded grant with no co-pay requirements. We will have 4 years to use the funds provided by this grant. This is the third Federal Grant that has been provided to Boonville Airport as a result of the Covid-19 pandemic. The total amount of money made available to Boonville Airport by these grants now totals \$51,000.
- d. **RECREATION COMMITTEE REPORT:** Presented by **McKenna**: There was not a quorum. No decisions were made, but there was discussion about starting a produce exchange. There were a few minor adjustments to the agreement for the Community Park.

e. WATER PROJECTS: (Copy attached): Presented by Hanelt:

- 1) Clean Water (Waste): An on-site meeting was held at the potential waste site on 7/27/21 and the next step of proceeding with soil analysis was given by Roy O'Connor from the District One Waterboard. The engineer, Dave Coleman, is developing the testing plan.
- 2) Drinking Water: A meeting has been set up for 8/25 with the Superintendent of AV Schools, the two Principals, and the Business Manager to discuss the Water projects and their impacts on the schools. Chief **Avila, Hanelt** and **McKenna** will attend along with the Brelje and Race engineers. On 9/14/21 the engineers will present the projects to the AV school board at their monthly meeting. The engineer, Jack Locey, is continuing with negotiations with well parcel owners.

f. POLICIES & PROCEDURES COMMITTEE REPORT: Did not meet.

g. PERSONNEL COMMITTEE REPORT: Did not meet.

8. OLD BUSINESS:

- a. MCAFD Update – The Board of Supervisors has voted to 5-0 for one million dollars to be distributed to Fire and EMS agencies in the County. The Steering Committee of the MCAFD will be reaching out to the BOS regarding the distribution of these funds. There has been consideration of a Fire Warden to advocate and start the process of more unified representation and implementation. **Avila** has been tasked to start a description of the Fire Warden and then will meet ad hoc with BOS and then with the MCAFD.
- b. EMS Update – **Avila:** Nothing to report.
- c. Computer Security Update – **Christen:** **Christen** said that Bob Abeles contribution has been extremely helpful. They were able to improve speed at various stations and make security much better. Bob found two computers that were almost dead and he was able to save one and get a new one up and running. **Hanelt** will write a letter thanking Bob.

9. NEW BUSINESS:

- a. Establish Revolving Account for Lag in EMS County Grant Stipend with a Reserve of \$15,000: **Avila** explained how the revolving account worked and wanted to raise the reserve to \$20,000. ***Motion by McKenna to establish a revolving account for lag in EMS county grant stipends with a reserve of \$20,000. 2nd by Christen. Hanelt – aye, McKenna – aye, Soderman – aye, Mailliard – aye, Christen – 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: **Hanelt** shared that she had an invitation to go to a drought meeting. **Christen** will go also. **Christen** and **McKenna** walked the Shapiro property.

12. ADJOURNMENT: 7:06pm Recording Secretary – Patty Liddy