

ANDERSON VALLEY COMMUNITY SERVICES DISTRICT
Minutes of the Regular Board of Director's Meeting
February 17th, 2016

DRAFT

1. **Call to Order and Roll Call:** Meeting called to order by V. **Hanelt** at 5:32 p.m. Board members present: V. **Hanelt**, Paul **Soderman**, Joanie **Clark**, K. **McKenna** and K. **Wilder**. Staff Members present: A. **Avila**, P. **Liddy**, and J. **Andrews**.
2. **Recognition of Guests and Hearing of the Public:** Mark **Scaramella**, Gary **Margolis**, Dennis **Walsh**, Terry **Ryder-McSweeny**, Kathy **Cox**, Bella **Soboleski**, Ella **Dunbar**, Mathis **Weyrich**, Martha **Hyde**, Lee **Serrie**, Phillip **Thomas**, Clay **Eubank** and Allan **Green**. Hearing of the public: Gary **Margolis** and Dennis **Walsh** informed the Board of their desire to change the speed limit in Yorkville. Just as Boonville, Philo and Navarro all have a speed limit of 35 mph, **Margolis** and **Walsh** feel that Yorkville would greatly benefit by a speed reduction. They stated that it is an accident waiting to happen. There was discussion on things that can be done. Letters from the AVFD, AVCSD and YCBA to Cal Trans and CHP were suggested. Once a complaint is made to Cal Trans they are obligated to investigate.
3. **Correspondence** – Reviewed.
4. **Changes or Modifications to this Agenda:** 12.a to 6.a and 6.d to 6.b *Motion by Clark to modify the agenda to accommodate the guests. 2nd by McKenna. All ayes, no nays.*
5. **Consent Agenda:**
 - Approval of January 20th, 2016 CSD Board minutes
 - Approval of February 3rd, 2016 Special Meeting of the Board of Directors Minutes
 - Approval of Expenditures as Reviewed at the February 10th, 2016 Budget Committee Meeting as per minutes. *Approved*
6. **New Business:**
 - a. Spanish Class to Oaxaca – Kathy **Cox** and three students made a presentation for a 10 day visit to Oaxaca. This is for 8 to 10 students who have all passed a 200 (college level) Spanish class. The students would be in school from 8:30 to 5:00 and then stay with local families. The cost is \$750 per student. Ms. **Cox** stressed that she isn't asking the Board for any money; just for the insurance coverage. **Cox** has done this trip six times in the past. Usually the trip is during spring break and so the school covers the insurance. This particular trip will be in the summer, so they need insurance from somewhere else. Every student needs to sign a waiver. **Hanelt** shared that this is the first time that the Board has been asked to insure a trip out of the country. **McKenna** will look into this and see if GSRMA (Golden State Risk Management Authority) has a rider. *Motion by Wilder to support the trip to Oaxaca with the stipulation that GSRMA has a rider. 2nd by McKenna. Ayes from Hanelt, Wilder, Soderman, McKenna. Nay from Clark. Hanelt stipulated that she needs to see the rider and make sure it absolves the Board from all liability.*
 - b. Memorandum – A Summary from the Ad Hoc Committee for the Ambulance Merger – The Committee was tasked chores to retrieve data. They spent about 5 months doing this. **Avila** shared that if the committee was to commit further that they will need staff and money. **Avila** would like the CSD Board to meet with the AVA (Ambulance Board). **Hanelt** sees a tremendous difference in size if this merger occurs. **Avila** said there would be another committee; much like Rec. or Airport. **Andrews** shared that she had been told we would need to consult a lawyer if we increase the Board. **McKenna** doesn't think so. **Hanelt** asked won't we be growing in staff? **Thomas** stated that ambulance funds would cover all of that.

They have an outside billing contractor so feasibly the staff at the CSD could benefit from less work in certain areas. **Scaramella** thinks it is a natural fit and that LAFCo may be the real obstacle. The next step is for the CSD to apply to LAFCo. **Avila** wants the Board to ask questions. He advises that we proceed with caution, but that we do proceed with exploration which means time and money. There are still many avenues that need to be looked into. ***Motion by McKenna to support the continued exploration by committing resources to the Ambulance and CSD merger with financial assistance from the Ambulance (AVAS). 2nd by Clark. All ayes, no nays.***

AVAS Board left at 6:55

- c. The Water Project – Testing Water in Boonville. A water survey was sent out to over 30 parcels to see if Alpha Labs would test their wells. So far about 20 have responded yes. Alpha Labs recommends testing for bacteria and nitrates. All results have to be keyed to a particular source. They will give results to individual owners only if there's a problem with their water. If they don't hear from Alpha Labs that means they have no problems.
 - d. GM to go to Free CSDA Course in Ukiah – Previously Budgeted Travel and Class Time: ***Motion by Wilder for Andrews to attend this California Services District Assoc. Course. 2nd by Clark. All ayes, no nays.***
 - e. Consider and Authorize the Signing of an FAA Agreement for up to \$113,000 for the Implementation of the FAA AIP Grant for the ALP Update. **Wilder** explained that the FAA has the application and that the next thing is to submit a contract. There needs to be one Airport Committee member to sign off. ***Motion by Clark to authorize Wilder as the signatory for the FAA agreement. 2nd by McKenna. All ayes, no nays.***
- 7. General Manager's Report:** Copy attached.
- FY 14-15 Audit Update
 - Prop 218 Benefit Assessment Information
 - Ambulance Merger GM Hours
 - New Form and Signers on Bank Accounts
- Calendar of Events** – up-to-date. Copy attached.
- 8. Fire Chief's Report:** Copy attached. **Avila** explained that the California Fire Code is mandated across the State as of 2015. New residences and buildings must have permits. Now **Avila** has more prevention work coming up.
- 9. Fire Protection Committee Report:** Copy attached. The Jaws of Life and the CPR defibrillator have to be changed. The equipment is outdated and there's no new parts being made. Expected cost for the defibrillators is \$1,200 - \$1,500 per unit. There is a chance that Med Star might help with a grant. Old ones may be a trade-in. **Scaramella** reiterated that he is looking at the Long Range Plan and will meet with FPC in the upcoming months in regards to budget and consistency from station to station. **Soderman** will present another version of water catchment to FPC.
- 10. Budget Committee Report:** Copy attached.
- 11. Airport Committee Report:** Did not meet.
- 12. Recreation Committee Report.** Copy attached.
- 13. Personnel Committee Report:**
- a. Personnel Evaluations Due for the Committee – **Hanelt** and **Wilder** received the evaluation forms. **Andrews** did a survey on salaries of similar positions around the county. Staff will meet with the Committee on March 4th, 2016 at 10am.
- 14. Policies and Procedures Committee Report:**
- a. Description of **McKenna's** role in the MCAFD. **Avila** wants to make sure that the association is acting on a level that has nothing to do with the operational part of the Fire Districts. The Board feels that they need to make it a formality to appoint McKenna to the MCAFD. ***Motion by Wilder that we formally record that McKenna is appointed to be the District Representative to the MCAFD. 2nd by Clark. All ayes, no nays.***

b. New Policies for Approving Recreations Activities: This will be tabled until next month.

15. Loss Control Committee Report: They met before the Board meeting, but the minutes were not ready yet. Will present to the Board next month.

16. Old Business:

- a. Ambulance EOA Update – **Avila**. Discussed.
- b. The Water Project - **Hanelt** and **McKenna** shared that the applications were complete and they're waiting for the Plan of Study by Engineers to be done. Then they will submit the survey results.
- c. MCAFD Update – **McKenna** discussed the current mood of the association which is positive and forward looking. **McKenna** shared that the Board may need to hold a special meeting in the near future. **McKenna** will begin drafting a resolution and will have more information at the next Board meeting. There is a sub-committee meeting with the Ad Hoc Board of Supervisors. They want the Board of Supervisors to have an “Emergency Services Committee”.
- d. Ambulance Merger Update – copy of minutes attached. The Ad Hoc Committee would like to bring both Boards a fact-based summary of research done by April. Minutes attached. .

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. Adjournment – 8:01pm

Patty Liddy
Secretary/Clerk