

**MINUTES of the BOARD OF DIRECTORS, REGULAR MEETING  
ANDERSON VALLEY COMMUNITY SERVICES DISTRICT  
BOONVILLE FIREHOUSE, 14281 Highway 128  
July 19<sup>st</sup>, 2017 at 5:30 p.m.**

**APPROVED**

1. CALL TO ORDER AND ROLL CALL : Chair **Wilder** at 5:30pm. Members present: Kirk **Wilder**, Kathleen **McKenna**, Paul **Soderman**, Joanie **Clark**. Absent Valerie **Hanelt**. Staff present: Erin **Malfavon** and Andres **Avila**.
2. RECOGNITION OF GUESTS AND HEARING OF PUBLIC: Aaron **Martin**, Bev **Dutra** and Mark **Scaramella**.
3. CORRESPONDENCE RECEIVED – Reviewed
4. CHANGES OR MODIFICATION TO THIS AGENDA- Move 15 (d) to 4 (a) - Draft letter to Caltrans. No objections on moving forward with sending the letter. *Motion made by Clark to send the letter as presented. 2<sup>nd</sup> made by McKenna. All ayes, no nays.*  
**Dutra** left at **5:50pm**
5. CONSENT CALENDAR
  - a. Approval of June 21<sup>st</sup>, 2017 CSD Board Minutes- **Accepted**
  - b. Approval of Expenditures as Reviewed at the July 12th, 2017 Budget Committee Meeting Per the Minutes- **Accepted**
6. NEW BUSINESS:
  - a. Board Member Vacancies- **Clark** would like to continue as well as **McKenna**. Places to advertise the opening would be CSD website, Post Office and the door at the CSD.
7. GENERAL MANAGER’S REPORT- REVIEWED
8. FIRE CHIEF’S REPORT - REVIEWED
9. FIRE PROTECTION COMMITTEE REPORT- REVIEWED
10. BUDGET COMMITTEE REPORT- REVIEWED- There is a typo on the minutes 6 © and (d) change to say August not July.
  - a. Budget Chairperson Report & Recommendations:
    - (1) Review and Recommend New Grant Opportunities: None
11. AIRPORT COMMITTEE REPORT- REVIEWED
12. RECREATION COMMITTEE REPORT- REVIEWED
13. PERSONNEL COMMITTEE REPORT - REVIEWED
14. POLICIES & PROCEDURES COMMITTEE REPORT
  - a. Proposal for Job Classification Table- **McKenna** came up with a draft of a new policy for COLA and merit pay increases. She will go back and make some changes as to the wording of the policy. Keep on agenda for August meeting.
15. OLD BUSINESS
  - a. Ambulance EOA Update – Avila- Reviewed nothing new to report.
  - b. Water Project Update – Wilder- Some H2O testing has been done in a few locations.
  - c. MCAFD Update – McKenna- No meeting in July.
  - d. Draft Letter to Cal Trans- Moved to 4 (a)
16. ANY SPECIAL ITEM NOT ON THE AGENDA BUT APPROVED UNANIMOUSLY  
BY THE BOARD OR LEGALLY REQUIRED OR AUTHORIZED FOR IMMEDIATE ACTION- None
17. CONCERNS OF DIRECTORS- None
18. ADJOURNMENT- 6:46pm

**Malfavon**- Secretary