

**MINUTES of the BOARD OF DIRECTORS, REGULAR MEETING
ANDERSON VALLEY COMMUNITY SERVICES DISTRICT
BOONVILLE FIREHOUSE, 14281 Highway 128
March 21st, 2018 at 5:30 p.m.**

APPROVED

1. CALL TO ORDER AND ROLL CALL: Chair **Hanelt** at 5:35pm. Members present: Kathleen **McKenna**, Valerie **Hanelt**, Paul **Soderman**, Larry **Mailliard** and François **Christen**. Staff present: Joy **Andrews**, Patty **Liddy** and Andres **Avila**.
2. RECOGNITION OF GUESTS AND HEARING OF PUBLIC: Mark **Scaramella** and Aaron **Martin**.
3. CORRESPONDENCE RECEIVED – Reviewed.
4. CHANGES OR MODIFICATION TO THIS AGENDA- Move 6.a to 8.a.
5. CONSENT CALENDAR
 - a. Approval of February 21st, 2018 CSD Board Minutes.
 - b. Approval of Expenditures as reviewed at the March 14th, 2018 Budget Committee Meeting per the Minutes-

No objections noted; the consent calendar was accepted.
6. NEW BUSINESS: None.
7. GENERAL MANAGER’S REPORT- REVIEWED. (Copy Attached):

Water and Sewer Updates – **Andrews** spoke with Dave Coleman (an engineer for wastewater). He anticipates a joint NOP (Notice of Preparation) public meeting to be held in the early summer. After the CEQA document is completed for both projects, we can start the process with LAFCo. Ambulance Online Application – Paul Soderman has gotten the ambulance membership application on the fire dept. website. CSDA Membership – CSDA has already proved to be a very valuable tool for the CSD.
8. FIRE CHIEF’S REPORT – REVIEWED (Copy Attached): a. The Directors will be touring the Fire Stations throughout Anderson Valley on April 12th. Hazmat Training was well attended by 35 people. The Annual Fire Inspection Program is in full swing. The Benefit Assessment Review Process is being conducted on 2,514 properties by **Avila** and **DeWitt**.
9. FIRE PROTECTION COMMITTEE REPORT/EMS COMMITTEE REPORT - REVIEWED (Copy Attached): The County is now pushing to conclude the EOA in a few weeks after many delays. Coastal Valley has agreed to expedite. CVEMS Update - It is anticipated that Coastal Valley EMS will be gone by next fiscal year. Long Range Plan Review - Review and corrections completed by committee after a lengthy session. Large Event Impact on Dept. - No change. Wildland Engine - The CSD Board approved the fiscal planning process and a discussion with Cal Fire concerning their procurement contract is planned for the near future. U7441 - The vehicle is getting good use in the department.
10. BUDGET COMMITTEE REPORT- REVIEWED- (Copy Attached)

Review and Recommend New Grant Opportunities: None. Wildland Engine Financing. **Avila** shared that he met with a BME representative and that the Engine that the AVFD wants will be straight forward to obtain in the next year. Ambulance/EMS Financial- Reviewed. **Scaramella** asked that a simpler summary-level Ambulance budget presentation be explored so that the Committee can more easily track monthly revenues and expenses against expected or budgeted monthly amounts. **Scaramella** shared that Dave Roderick is running for BOS and **Avila** thinks that Roderick will be an advocate for emergency responders. LED Light Change-out Grant – CDC (Community Development Commission) will be changing our office lights to LED lights paid for by a CDC grant

11. AIRPORT COMMITTEE REPORT- No Meeting.

12. RECREATION COMMITTEE REPORT- REVIEWED (Copy Attached):

The Anderson Valley Lions Club have offered up to \$475 for a used portable potty. **McKenna** will pick out a portable potty and get an estimate to the Lions' Treasurer. **Pearson-Pugh** will speak to clinic regarding location and look at site for flat surface. The Rec. Committee will be paying for the upkeep.

Review of the Recreation Committee class proposals or trip report forms: Arthur Folz has eight students signed up to go to Cal State University, Long Beach for three nights The Community Gardens Project is now under the Rec. Committee.

13. POLICIES & PROCEDURES COMMITTEE REPORT: No meeting.

14. PERSONNEL COMMITTEE: Discussion of merit raises after the reviews last month. All employees are eligible for a merit raise this year. The increase would begin on July 1st, which is the next FY. *Motion by McKenna to increase the employees' wages 5% for a merit raise. 2nd by Soderman. 2 ayes, 2 nays and 1 abstained. Did not pass.* **McKenna** will work on a table to show the Budget and Board Committees what a 3%, 4% and a 5% increase would look like over the next five years. The Directors will use that information to make a recommendation at the next meeting. There will be a closed session after the next meeting to share the results of the March 6th evaluations with the directors.

15. OLD BUSINESS:

- a. **Hanelt** reported that she and Jack Locey, the Drinking Water engineer, spent a half-day on March 13 going around to parcels that might host well testing or well sites. He talked with quite a few parcel owners and got contact info for other people he needed to speak to. He is planning on finishing this phase by late May.

The Sewer project is exploring adding more parcels. The densely populated area in the Lambert Lane area will be canvassed on 4/2 by **McKenna** and **Hanelt** to see if there is interest. The Anderson Valley Health Clinic has expressed interest in hooking up to the sewer project, and, as they are beyond the High School, **Hanelt** and **McKenna** will be talking to both the AV Clinic Director and the AVHS Superintendent Michelle Hutchins about potentially hooking up. The State Water Board Finance Division position on adding parcels is that all potential parcels should be considered in the CEQUA (Environmental) Study, even if later we decide not to include them. We can also break down the expense of adding new areas. This will allow us to take them out of the project if the additions are too expensive. Or we can do the new areas in the next phase with future funding. David Coleman, the Sewer engineer, and his team, will be coming to do site visits to these potential additions the week after Easter. The next Boonville Planners meeting to discuss the Sewer project is tentatively scheduled for April 16th pending confirmation by David Coleman. **Hanelt** will let **Andrews** know so she can send out a notice.

- b. MCAFD Update – **McKenna** – REVIEWED (copy attached). **Avila** felt that the Fire Districts were getting support from the Ad Hoc BOS Committee and felt encouraged.
- c. EOA Update –**Avila** – Coastal Valley is not leaving Mendocino County before their contract is up. The EOA cannot wither on the vine. Coastal Valleys agrees. The cost of dispatch should be figured out soon. **Avila** is cautiously optimistic.

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- 7:08pm

Recording Secretary – Patty **Liddy**