

**MINUTES of the BOARD OF DIRECTORS, REGULAR MEETING
ANDERSON VALLEY COMMUNITY SERVICES DISTRICT
BOONVILLE FIREHOUSE, 14281 Highway 128
January 16th, 2019 at 5:30 p.m.**

APPROVE

1. Called to order by Chair **Hanelt** at 5:40 pm. Members present: Kathleen **McKenna**, Paul **Soderman**, François **Christen** and Valerie **Hanelt**. Staff present: Joy **Andrews**, Andres **Avila** and Patty **Liddy**
2. RECOGNITION OF GUESTS AND HEARING OF PUBLIC: Mark **Scaramella** and Leslie **Arias**.
3. CORRESPONDENCE RECEIVED – Reviewed.
4. CHANGES OR MODIFICATION TO THIS AGENDA: General Manager Report from 2. to 7.
5. CONSENT CALENDAR:
 - a. Approval of December 19th, 2018 CSD Board Minutes.
 - b. Approval of Expenditures as Reviewed at the January 9th, 2019 Budget Committee Meeting Per the Minutes. The consent calendar was accepted.
6. NEW BUSINESS
 - a. Donations to go to Non-Profit Foundations (Resolution 2019-01): Moved to February Agenda
 - b. Housing for Vineyard Workers: AVCSO supports this.
 - c. FASIS \$1,239 Bill for Previous Insurance Carrier Close-out: **Andrews** will get more information about this. *Motion by McKenna to delay any decision until next fiscal year (July) regarding paying this bill. 2nd by Soderman. All ayes, no nays.*

Larry **Mailliard** arrived at 6:25pm

- d. Mid-Year Budget Revisions: A considerable time was spent going over each departments' budget revision. *Motion by McKenna to approved these mid-year revised budgets. 2nd by Christen. All ayes, no nays.*
7. GENERAL MANAGER'S REPORT: (Copy attached):
 - ATM Update
 - Water/Sewer Update
 - Loss Control Committee/Board Ethics & Harassment Trainings
 - Staff Meeting and File Clean-up
8. FIRE CHIEF'S REPORT: (Copy attached)
 - Fire Resilient Yorkville
 - Office of State Fire Marshall (OSFM) Inspector 1 Certification Track
 - Fire Safe Council Grant
 - Yorkville Station Water Tender Building
9. FIRE PROTECTION COMMITTEE REPORT/EMS COMMITTEE: (Copies attached).
10. BUDGET COMMITTEE REPORT: (Copy attached).
 - a. Budget Chairperson Report & Recommendations:
 - (1) Review and Recommend New Grant Opportunities –
11. AIRPORT COMMITTEE REPORT: (Copy attached).
12. RECREATION COMMITTEE REPORT: (Copy attached).
 - a. Review of Recreation Class Proposals or Trip Report Forms: None.
13. PERSONNEL COMMITTEE REPORT: None.

14. POLICIES & PROCEDURES COMMITTEE REPORT:

- a. Duties & Responsibilities of Vendors/Volunteers Operating on Agency Grounds
- b. Insurance Requirements in Contracts
- c. Health Benefits for Hourly Employees After 5 years Employment

The Policies and Procedures Committee will write up report on a. through c. and present it at February's Board Meeting.

- d. Fee Schedule Modifications (Copy attached): *Motion by McKenna to approve this revised fee schedule for this year. 2nd by Christen. McKenna – aye, Soderman – aye, Christen – aye, Mailliard – aye, Hanelt – aye.*

15. OTHER BUSINESS:

16. OLD BUSINESS:

- a. **Hanelt** reported that there is no update on the Drinking Water project. The Sewer project has been set back by having to find a new site for the treatment plant. A couple of property owners have been approached. The current possibility is slightly west and across from the CalFire station on 128. The Environmental Review (CEQA) will have to be delayed until studies can be done on the new site if it works out. Hopefully the process will be completed by late February. The next meeting is a Boonville Planner meeting on January 29th at 7 pm in the Fire House meeting room. Attendees will be our new Supervisor, and local agency representatives, and our engineers. All Board members are encouraged to attend. The newsletter idea was discussed and after the Jan 29th meeting we will start developing it.
 - b. MCAFD Update – **Mailliard** – Did not meet
 - c. EOA Update – **Avila** – The postponing of the EOA has been going on now for around five years. There has been much discussion between the Board about the negative effects this has created. Recently it has been suggested by Coastal Valley EMS Agency that the Anderson Valley ambulance go outside of our district if needed during ambulance drawdown in the inland corridor. We do not have the capacity to do so: there is only one ambulance in Anderson Valley and it would not be prudent to send it out. The Board agrees and supports this.
 - d. Implementation of Vanguard Simple IRA 3% Match Effective Jan. 1st, 2019. *Motion by Christen to move forward with the 3% match for AVCS D employees. 2nd by McKenna. All ayes, no nays.*
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- Hanelt reminded the directors that the personnel evaluations will begin next month.
19. Adjourned at 7:55 pm

Recording Secretary – Patty **Liddy**