

**MINUTES of the BOARD OF DIRECTORS, REGULAR MEETING  
ANDERSON VALLEY COMMUNITY SERVICES DISTRICT  
BOONVILLE FIREHOUSE, 14281 Highway 128  
November 20<sup>th</sup>, 2019 at 5:30 p.m.**

**APPROVED**

1. Called to order by Chair **Hanelt** at 5:31 pm. Members present: Kathleen **McKenna**, Larry **Mailliard**, François **Christen**, Paul **Soderman** and Valerie **Hanelt**. Staff present: Joy **Andrews**, Andres **Avila** and Patty **Liddy**
2. RECOGNITION OF GUESTS AND HEARING OF PUBLIC: Mark **Scaramella** and Kirk **Wilder**.
3. CORRESPONDENCE RECEIVED – Reviewed.
4. CHANGES OR MODIFICATION TO THIS AGENDA: Take off Closed Session (16.a. b.). Move Airport from 11. To 6.
5. CONSENT CALENDAR:
  - a. Approval of October 16<sup>th</sup>, 2019 CSD Board Minutes.
  - b. Approval of Expenditures as Reviewed at the November 13<sup>th</sup>, 2019 Budget Committee Meeting Per the Minutes. *The consent calendar was accepted.*
6. AIRPORT COMMITTEE REPORT: Boonville Airport Manager Kirk **Wilder** presented the Board with the latest Airport Layout Plan (ALP). The CAAP Grant came in this week and \$125K will be used to update the airport.

**Wilder** left at 5:50pm.

7. NEW BUSINESS:
  - a. Establish a Water Projects Committee. *Motion by McKenna to initiate a new standing committee for Water Projects with McKenna, Hanelt and Andrews. They will meet of the first Thursday of every month at 10:30am. They will meet at the Boonville Firehouse and will be under Brown Act rules. 2<sup>nd</sup> by Soderman. All ayes, no nays.*
8. GENERAL MANAGER’S REPORT: (Copy attached):
  - Airport Updates – **Andrews** is closing out the grant for the ALP.
  - Water/Wastewater – The Water Projects Committee will be a new standing committee and will be subject to the Brown Act. Any Board member or public member may attend.
  - EMS GEMT Cost Reports – Our annual GEMT report is now due at the end of March instead of the end of this month. Medicare has a new requirement where they want a cost report as well. Our agency has been randomly selected to participate (all EMS providers will be required to do one annual report over a three-year period.)
9. FIRE CHIEF’S REPORT: (Copy attached)

Strike Team Assignment – Engine 7471 is being sent out of County on a preposition taskforce assignment to Lake County. This is the third preposition assignment this year.

Fire Code –**Avila** attended an Office of State Fire Marshal (OSFM) class in Santa Clara last week. He shared that the fire inspections will now be under the local authority with the AVCSD Board as that authority. Signal Ridge Patrol Engine– After a successful fund drive, we’ve ordered the new F550 to replace the existing patrol on Signal Ridge. Local supporters contributed nearly \$21K and the AVVFFA also contributed \$15K. The truck is slated to be delivered in early March.

New Ambulance 7420 – With the \$150K in holdings under contract with the Ambulance Foundation and the USDA grant of \$50K, we have moved forward with the new ambulance.
10. FIRE PROTECTION COMMITTEE REPORT/EMS COMMITTEE: (Copies attached):

County EMS Update - Falk is pulling out of the Mendocino ambulance business. Backfill unclear. This will require more AVFD complete transports to Ukiah Medical instead of transfers to Ukiah ambulance on Hwy 253. Complete transports currently occur about 1/3 of the time.

CVEMS Update - Coastal Valley contract was renewed for \$400K. Contract probably extends to end of year. EMSO Report/Calendar of Events - The PSPS (power outage) was handled by parking the ambulance in Boonville station. The health clinics critical medication was stored in our refrigerator as the clinic does not have a generator. Two new ambulance drivers have stepped

up: **Pardini** and **Ehnow**. The new ambulance contract was signed. Delivery is expected in 150 days. The \$50K federal grant was finally awarded. **Eubank** will generate a budget accounting of all ambulance capital expenditures anticipated. Large Event Impact on Fire Department - The recent MCI (mass casualty incident) training was very successful and resulted in quick response to a real MPI (multiple patient incident) at the redwood corridor. Boonville Station Stand-by Generator Project - During the PSPS event the new electrical generator failed to auto start, but **Pardini** managed to fix the fuel valve problem so the unit could operate in manual mode (continuous running). The auto start feature needs to be fixed. The county permit process will not be completed until depth of utilities and propane pressure integrity are demonstrated. 7466 Replacement - (**Avila**) The Signal Ridge BBQ was a huge success and netted ~\$21K. The GoFundMe account has netted ~\$8K. The new engine contract has been signed with Hansel for \$84K. The Type 6 engine is a Ford 550 diesel 4 WD. Costs will go up somewhat because the committee recommended that a new radio be ordered. A winch is also required. A March delivery is expected. EMS minutes – not in packet.

11. BUDGET COMMITTEE REPORT: (Copy attached).

(1) Budget Chairperson Report & Recommendations:

(2) Purchase of New Ambulance \$210K With Pass Through Funds from Fundraising Foundation: Foundation There will be a breakdown of expenses next month. This is already funded. **Andrews** pointed out that it still needs approval because even though it is a total pass through, the CSD is cutting the check. *Motion by McKenna to approve the purchase of a new ambulance for \$210K. 2<sup>nd</sup> by Soderman. All ayes, no nays.* Other highlights from the Budget Meeting - EMS Target Revenues – For call revenue only, our EMS branch has budgeted \$65,000 for the new 19-20 fiscal year or \$5,548/month. Our average for the first four months of our fiscal year is over \$10,000/month. We were also approved for a \$50,000 grant from the USDA towards a new ambulance and it's possible we may receive more. You will see on the budget vs. actual that membership revenue is on track; we continue to receive at least one application per week. Audits – I submitted everything for our FY 18-19 audit to Mr. Bowers a couple of weeks ago. Water/Wastewater – We're starting to expend more funds for both drinking water and wastewater now that we've taken on attorney, Phil Williams. Wastewater pays for any admin costs and Drinking Water will utilize Mr. Williams for negotiations with property owners on siting the well clusters. These are all allowable costs. Review of Power Outage Experience – There was a general discussion about how well procedures went during the power outage. **Avila** is looking into investing in batteries for a solar system to keep the power on for the repeater on Holmes Ranch Rd. People on oxygen have been advised to keep their own supply of oxygen. There was talk about using the Veterans Building/Senior Center as an OES station with charging stations, warming stations, etc. Fuel was also something to consider.

12. RECREATION COMMITTEE REPORT: The Teen Center will be running the snack bar at the Unity Club's Annual Bazaar this year. There was a discussion about opening up a gym at the high school where there is already lots of equipment for it. There was a discussion about a walking trail from the high school up to Faulkner Park. Penny Royal Winery is building the park two containers with garbage and recycling combined.

13. WATER PROJECTS: **Hanelt** reported that the engineers had a busy month getting reports done for the State: time extensions for the planning grants and a progress report on the projects were finished and accepted. At this time Drinking Water is starting the negotiations with a parcel owner who will site four wells. The Water Projects committee (newly formed and meeting once a month on the first Thursday at 10:30 am) will participate in the terms of the negotiations and make recommendations to the regular board. Waste Water still does not have a site. The Fairgrounds was felt to be an excellent site but needed to have perc tests to see if it would work for the underground infiltration of the cleaned water. Unfortunately, the Fairground Board of Directors would not engage in a dialog about the project and rejected our request to perc to see if the project was even possible. We also ran into opposition from neighbors. At this point we are planning to reconsider sites that might have appropriate soil. Boonville Planners are encouraged to attend the monthly Water Projects meetings to keep updated on developments. We also plan to still have general community meetings that cover different topics; for

example, a water table/ground water presentation and a meeting about the health issues we face.

**Christen** is working on a newsletter/community information and we can collaborate during the Water Projects meetings.

14. PERSONNEL COMMITTEE REPORT: Did not meet.
15. POLICIES & PROCEDURES COMMITTEE REPORT: Benefit Assessment. There will be a meeting of the P&P Committee next month and there will be more about the benefit assessment after that meeting.
16. OTHER BUSINESS: None
17. OLD BUSINESS:
  - a. MCAFD - **Mailliard** – Did not meet.
  - b. EMS Update – **Avila** shared that Coastal Valley is still our main EMS for now. Faulk is leaving by Dec. 1<sup>st</sup>. Ukiah has “201” rights and have hired a consultant to look into Ukiah being its own fire and EMS district modeled like the one that Contra Costa has. Please refer to FPC minutes for fuller explanation.
18. ANY SPECIAL ITEM NOT ON THE AGENDA BUT APPROVED UNANIMOUSLY BY THE BOARD OR LEGALLY REQUIRED OR AUTHORIZED FOR IMMEDIATE ACTION-NONE
19. CONCERNS OF DIRECTORS- **Christen** reminded all to use the term Wastewater.
20. Adjourned at 7:45pm

Recording Secretary – Patty **Liddy**