

**MINUTES of the BOARD OF DIRECTORS, REGULAR MEETING  
ANDERSON VALLEY COMMUNITY SERVICES DISTRICT  
BOONVILLE FIREHOUSE, 14281 Highway 128 & Teleconference Call & Zoom  
June 15<sup>th</sup>, 2022 at 5:30 p.m.**

**Approved**

1. **CALL TO ORDER & ROLL CALL: ROBERT'S RULES OF ORDER FOR ELECTRONIC MEETINGS:** Called to order by **Hanelt** at 5:31 pm. Larry **Mailliard**, François **Christen**, Andres **Avila**, Valerie **Hanelt** and Paul **Soderman** in person or on Zoom. Staff - Cora **Richard**, and Patty **Liddy**. Kathleen **McKenna** absent.
2. **RECOGNITION OF GUESTS AND HEARING OF PUBLIC:** Mark Scaramella, Morgan Baynham, Greg Krouse, Len Tichler and Marty Durlin.
3. **CORRESPONDENCE RECEIVED:** Reviewed. EMS Duty Officer description.
4. **CHANGES OR MODIFICATION TO THIS AGENDA:** None.
5. **CONSENT CALENDAR:**
  - a. Approval of May 24<sup>th</sup>, 2022 CSD Board Minutes.
  - b. Approval of Expenditures as Reviewed at the June 8<sup>th</sup>, 2022 Budget Committee Meeting.
  - c. Resolution to Continue Hybrid of Zoom and In-Person Meetings. Resolution 2022-02

*The consent calendar was accepted.*
6. **ADMINISTRATIVE REPORT PRESENTATIONS AND QUESTIONS:**
  - a. **GENERAL MANAGER'S REPORT:** (Copy attached) Presented by **Richard: CSDA General Manager Conference- 6/19-6/22:** The CSDA conference for General Managers begins this Sunday in San Diego and Cora Richard will be attending. The CSDA has a scholarship for the cost of the conference, which we are receiving. She will be gone starting this Friday (6/17) and will be back to work on Thursday (6/23). **Water Projects Audit:** We are (hopefully) about midway through the audit for the water projects. We have had a few zoom meetings which involved **Richard, Hanelt, and McKenna. FY20-21 Audit Underway:** Contacted Rick Bowers and he says that he will begin processing his audit items soon. Life is a bit busy for him as he has a surgery scheduled this weekend and is still dealing with health problems. **EMS Memberships for FY 22-23:** As of right now we have received 176 EMS Memberships for the next fiscal year!
  - b. **FIRE CHIEF'S REPORT:** (Copy attached) Presented by **Avila: AVFD'S Ambulance Staffing Issue:** We have developed and vetted the protocols for the EMSO Duty Officer through the Emergency Services Committee. They are in the reading file for your reference. Clay has reached out to the EMS group for interested volunteers. Those that fit the description will be invited to July's officer meeting where we will be training the fire and EMS duty officers on the new system and protocols. \$35,000 has been temporarily moved from the fire branch to the EMS branch to cover this new program in anticipation that a different EMS revenue source will be identified and the funding can go back to the fire branch. **Lomita Discussion:** AVFD requested Andrew Schouten, our EMS attorney, for some basic Lomita Court Case of 1986 talking points to be used in the discussion with the County. Schouten developed these taking points and are attached to this Chiefs Report. If the JPA comes to fruition in future years, it appears clear through these basic points that the County has some responsibility in EMS services. Whether it is a general fund, JPA, Cannabis tax revenues, or other, Anderson Valley community should not hold the entire financial responsibility on its own. A minimal augmentation to ensure EMS services are provided to our residents is a reasonable and small request that should be granted. **Yorkville Standpipe:** After a very productive workday from several volunteers, we successfully installed 840 feet of 3" PVC and 70 feet of 3" galvanized pipe to feed a standpipe serving downtown Yorkville. The system is fed from 9000 gallons of dedicated water storage in tanks approximate 100 feet in elevation from the standpipe. The location has more room to add tanks if we want to down the line. I will run a GPM test once we have the tanks full and a reliable resupply to backfill any water used in the test. **Yorkville Fire House:** After many years of fundraising by the YCBA and over a year of planning, the construction for the new Yorkville Station has finally broke ground. The earth work is being completed now and Crane of Ukiah will do a complete buildup after that. This building will replace the existing two bay structure that barely fits the

current apparatus and will allow housing for four rigs; Water tender, wildland engine, structure engine, and a quick attack. **Recruitment Drive:** This month we had an orientation training for five new recruits/cadets. Three of them are high school students (two are in the internship program) and the other two are both Boonville Residents. The two Boonville residents are both younger and are within minutes of the station. All five recruits seem motivated and will add to Boonville's response capabilities. This is welcoming news to Boonville Station because it runs the most calls with the lightest volunteer availability, especially at night. **More Fire Boxes:** A new round of fire boxes and maps are being installed around the district. This next round should finalize the boxes for the district. Since last year, Colin Wilson has been able to improve the existing maps into a more user-friendly version and also increase the physical size to reduce the number of maps and possible confusion. These boxes and maps will undoubtedly assist fire and law enforcement in the event of a fast-moving incident. **Multi-Function Plotter:** I intend to purchase a multi-function plotter that can scan and copy large documents along with printing. The current plotter that AVFD owns has been very good but is no longer supported by computers that do not have Window 8 or older. The new machine will assist our transition of large documents to electronic filing in the prevention branch. Patty will be able to free up a lot of space if we can scan to file legal documents and construction plans to our new inspection program or to Google Drive.

7. **ADVISORY COMMITTEE REPORTS:**

- a. **EMERGENCY SERVICES COMMITTEE:** (Copy attached) Presented by **Soderman:** EMS Funding Discussion and Potential Sales Tax for County Fire Agencies were discussed. Report on BOS Discussion on EMS Funding – **Christen** to draft a letter of support for the Joint Powers Agreement being considered by the Board of Supervisors for County support of ambulance services. Draft to be presented to the CSD Board for consideration at the next monthly meeting.
- b. **BUDGET COMMITTEE REPORT:** (Copy Attached) Presented by **Christen:** There was a discussion about property tax revenue. The Budget Committee recommends to the Board to transfer budgeted allocations to specified reserve accounts except for \$7,238 retained for purpose of paying Worker's Compensation for next year. *Motion by Christen to transfer budgeted allocations to specified reserve amounts except for \$7,238 retained for purpose of paying workers' compensation for next year. 2<sup>nd</sup> by Mailliard. Soderman – aye, Hanelt – aye, Mailliard – aye, Christen – aye. McKenna – absent.*
- c. **AIRPORT COMMITTEE REPORT:** (Copy Attached) Presented by **Richard** for Kirk **Wilder:** Operations at Boonville Airport continue to be slow. This will be reflected in reduced revenue for overnight aircraft parking. However, with improving weather and pandemic conditions it is hoped that we will be returning to a normal activity level soon. Our request to transfer our unused entitlement funds to Concord Buchanan Airport has been approved by the FAA. This was for \$150,000 that was made available to us in 2019, and was not used. We are able to accrue up to \$450,000 (3 years) before unused funds are lost. The local FAA office wants to keep available funds for use within their district and had contacted us to seek our cooperation in transferring our expiring funds to Concord Buchanan Airport, thereby using funds within our local area. We have done this before and have used this procedure to our benefit once before as well. This allowed us to complete our runway reconstruction project a number of years ago when we did not have the available funds to do so. The grass hay on the airport has been mowed and is in the process of being baled. Cost of processing the hay for sale has risen dramatically. Our cost this year will be \$5 per bale. The cost in 2019, the last year we baled, was \$3.50. I am offering the hay for sale for \$8 per bale. I have already been contacted by various parties and have sold 450 bales to date. I do not yet have the total number of bales to be sold as the baling process is currently underway. I have also contracted with three local individuals to string trim the perimeter of the airport to remove the excess grass that could not be cut during the baling process. We do this every year to make the airport look well-trimmed and neat and to also remove the fuel for any potential grass fire. We have two new residents on Airport Road who are both pilots and are looking forward to supporting our airport. They both are currently in the process of obtaining Airport Access Agreements with the AVCSA.
- d. **RECREATION COMMITTEE REPORT:** Did not meet.
- e. **WATER PROJECTS:** Presented by **Hanelt:** The Planning Grants for both Drinking Water and Clean Water are being audited by the State Waterboard Audit division. It is an extensive review. **Clean Water:**

- we are working with the State Waterboard to develop an offer to the owner of Valley Views to purchase the entire 20 acres. **Drinking Water:** The AV School District wants to resolve their current fire suppression issues at the Elementary School before they consider whether or not to join the Drinking Water Project.
- f. **POLICIES & PROCEDURES COMMITTEE REPORT:** Did not meet.
  - g. **PERSONNEL COMMITTEE REPORT:** Did not meet.
  8. **OLD BUSINESS:**
    - a. MCAFD Update – **Mailliard** – This is covered in the Chief’s report.
    - b. CALTRANS Beautification Bench Project. **Hanelt** directed to take this off of the agenda. The bench project is on hold for now.
    - c. Adoption of the FY 22-23 Budgets: *Motion by Christen to adopt the FY 22-23 budgets. 2<sup>nd</sup> by Mailliard. Hanelt – aye, Soderman – aye, Mailliard – aye, Christen – aye, McKenna – absent.*
    - d. KZYYX Facility Use Agreement: It was decided that the directors would like more time to look at the agreement. It will be on next month’s agenda.
  9. **NEW BUSINESS:**
    - a. Resolution Acknowledging Receipt of Report Made by AVFD Regarding Annual Inspection of Certain Occupancies: *Motion by Mailliard to accept the resolution acknowledging receipt of report made by the AVFD regarding annual inspection of certain occupancies. 2<sup>nd</sup> by Christen. Hanelt – aye, Christen – aye, Soderman – aye, Mailliard – aye, McKenna – absent.*
    - b. Ambulance Membership for Two CSD Employees \$300/year Line-Item Health Benefits: *Motion by Christen to approve ambulance membership for two CSD employees \$300/year line-item health benefits. 2<sup>nd</sup> by Mailliard. Hanelt – aye, Mailliard – aye, Christen – aye, Soderman – aye, McKenna – absent.*
    - c. Resolution to Transfer all EMS Branch Donations Received in FY 2021-2022 to the AVVFFA - \$5,000: *Motion by Christen to approve the transfer of all EMS branch donations received in FY 2021-2022 to AVVFFA which comes to \$5,000.*
    - d. Suggestion to Change Board Meeting Time to 4pm. After some discussion no director was opposed to change the time from 5:30 since now there are options to be present by zoom and other telecommunications. It was suggested to move the time to 3pm. *Motion by Christen to move the Board meetings to 3pm instead of 5:30pm. 2<sup>nd</sup> by Mailliard. Soderman – aye, Hanelt – aye, Christen – aye, Mailliard – aye, McKenna – absent.*
    - e. Continue Insurance Coverage for Replacement Costs Only of Three AVCSD Owned Museum Buildings \$1,500/year. No vote. Will table until next board meeting.
  10. **ANY SPECIAL ITEM NOT ON THE AGENDA BUT APPROVED UNANIMOUS BY THE BOARD OR LEGALLY REQUIRED OR AUTHORIZED FOR IMMEDIATE ACTION:** None.
  11. **ANNOUNCEMENTS/CONCERNS OF DIRECTORS:** None. **Soderman** shared that Faulkner Park is still being closely watched to ensure that no trees are being cut down.
  12. **ADJOURNMENT:** 7:40 pm

Recording Secretary – Patty **Liddy**