

**MINUTES of the BOARD OF DIRECTORS, REGULAR MEETING
ANDERSON VALLEY COMMUNITY SERVICES DISTRICT
BOONVILLE FIREHOUSE, 14281 Highway 128 & Teleconference Call & Zoom
August 17th, 2022 at 3 p.m.**

Approved

1. **CALL TO ORDER & ROLL CALL: ROBERT'S RULES OF ORDER FOR ELECTRONIC MEETINGS:**) Called to order by **McKenna** at 3:10 pm. Larry **Mailliard**, Andres **Avila**, Kathleen **McKenna** and Paul **Soderman** in person or on Zoom. Staff - Cora **Richard**, and Patty **Liddy**. François **Christen** and Valerie **Hanelt** absent.
2. **RECOGNITION OF GUESTS AND HEARING OF PUBLIC:** Mark Scaramella, Morgan Baynham, and Jody Williams. Jody Williams as representative of the Anderson Valley Housing Association. Williams is interested in the Water Projects. **McKenna** invited her to attend the Water Projects Committee meetings.
3. **CORRESPONDENCE RECEIVED:** Reviewed.
4. **CHANGES OR MODIFICATION TO THIS AGENDA:** None.
5. **CONSENT CALENDAR:**
 - a. Approval of July 20th, 2022 CSD Board Minutes.
 - b. Approval of Expenditures as Reviewed at the August 10th, 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: Budget Committee approval for new GM laptop:** In the last budget meeting on 8/10 the budget committee approved the purchase of a laptop to replace the 10+ year old desktop currently used by the GM. **Switching Credit Card Providers for our Corporate Cards:** Upon talking more with Savings Bank it appears that they do not have an online banking option for their corporate cards. Redwood Credit Union does have that option so I am in the process of filling the application out and gathering documents to turn in to them and then we'll see what type of rates and rewards they offer. **EMS Memberships for FY 22-23:** As of right now we have received 412 EMS Memberships for the next fiscal year! It was suggested that **Eubank** put out an email blast.
Calendar of Events - Reviewed
 - b. **FIRE CHIEF'S REPORT:** (Copy attached) Presented by **Avila: Fuel Depot:** The fuel system has been ordered and has a two plus month delivery estimate. The Fair Board discussed the proposal at their August 15th meeting. They requested Jim Brown to work with AVFD to get more details on the project before discussing it again next month. Unfortunately, I was not able to attend and present the idea in person. A legal use agreement needs to be developed along with some more details on the installation and possible impacts to the fairgrounds. This month, Jim Brown and I will need to decide if this project is practical in order to submit plans to County Planning and Building in a timely manner. P&B staff said they would work with AVFD to get this through quickly as it is a public safety issue to not have a fuel station. See the attached site layouts for the Fairgrounds and the contingency site at the Philo Fire Station. **AVES Water System Update:** Last week I was finally able to connect with the Elementary School's water contractor to identify the campus water system problem and a good solution for their fire suppression needs. The water system had an old problematic pump installed, the hydrant supply valves were partially closed, and some of the plumbing had been reduced in size limiting volume. The valves are now open again and supplying limited water for immediate use. My solution was to install a direct draft hydrant with an inlet Fire Department Connection (FDC) to allow a fire engine to pump all campus hydrants (instead of the electric pump) and at a larger volume. An FDC would allow pumping to continue during power outages as well. After we met, I was told by the school that the contractor has been approved for the repairs as were discussed which will increase the availability for fire water into a better condition than the original water system. I need to disclose this to the AVCSD Board because the situation is not ideal with the buildings

now being occupied. This along with the Office of the State Fire Marshal (OSFM) now holding the Board and the Fire Chief liable for fire inspections and code enforcement, I will monitor this repair closely and report to the Board on any developments. **Summer Interns:** Two high school students successfully completed 80 hours of work here at the fire house. The intern program is sponsored by the Anderson Valley Education Foundation and pays the students only if they complete all of the 80 hrs. required. The interns worked well and assisted us with routine station maintenance, creating community maps, washing engines, attended trainings, etc. **Out Of the Office:** I tested positive for Covid earlier in the week from an exposure last week and I am currently quarantining. Up to this point I have been mostly asymptomatic but have experienced some very minor symptoms. I will continue to follow the Mendocino County Health guidelines for PHC workers and my conditions while working from home. By the looks of it, I should be back in the saddle in no time.

7. ADVISORY COMMITTEE REPORTS:

- a. **EMERGENCY SERVICES COMMITTEE:** (Copy attached) Presented by **Soderman:** The Meadows Fire of 7/19/22 benefitted from a robust response and from the early season fuel conditions. The Department was able to respond to back-to-back EMS dispatches in July. This again demonstrated the community benefit of having the second ambulance, and of having responsive crew able to staff it. **Eubank** noted that 7420 scheduling will be stressed during much of August due to various out of town and vacation activities. Yorkville Station Update: The site is fully prepped, and waiting for the Contractor to arrive. JPA: AVCSD Board has sent letters to various County entities expressing the need for the County EMS system to be stabilized. AVFD EMS is partnering with the District Attorney's Office and has received \$25K to perform anti-drug activities in the community. Narcan Dispenser: An individual has approached **Avila** with the prospect of installing a community Narcan dispenser at Station 741. Committee discussion revolved around the need to have much more information before any agreement, and around many potential problems with this proposal. Hyde inquired about the impacts of reduced ALS support availability to AV. **Avila** reported that there have been local requests for ALS ground rendezvous that have been declined due to unavailability. This has resulted in 1.) more frequent ALS air transports, at much higher cost to the patient, and 2.) AVFD EMTs transporting patients to the hospital that would ideally be transferred to ALS ground paramedics enroute.
- b. **BUDGET COMMITTEE REPORT:** (Copy Attached) Presented by **McKenna:** It was a short meeting. A few discussions were cleared up by **McKenna**. We pay for a post office box because we have a medium size one and not a small one. Also, Ukiah Wireless is not billing us. It was a mistake because of their new computerized billing system. The only item to vote on was a laptop for the GM. The Budget Committee recommended to the Board to Purchase New Laptop to Replace GM's Current 10+ Year Old Desktop For \$970.00: *Motion by McKenna to purchase a new laptop to replace GM's current 10 plus year old desktop for no more than \$970.00. 2nd by Mailliard. Soderman – aye, McKenna – aye, Mailliard – aye. Christen and Hanelt absent.*
- c. **AIRPORT COMMITTEE REPORT:** Did not meet.
- d. **RECREATION COMMITTEE REPORT:** **McKenna** informed the committee that the Rec. Committee will be meeting on the 4th Wednesday from now on. **McKenna** shared that they are still waiting for their grant funds. The Park purchase has come to a halt for now. It was found that legal costs and other expenses make this purchase more high-priced than first expected. The Rec. Committee would like to change their name to "Parks and Rec Committee."
- e. **WATER PROJECTS:** Presented by **McKenna:** Jack (engineer - Brelje and Race) is working on all contracts. Nothing has fallen out, but there are complications in a couple of properties that require further negotiations. We now will be contacting the AV School Superintendent and the School Board to decide about whether they want to consolidate the Elementary School well into the municipal project. We are hopeful we can get a decision soon as we need to move on. The Audit might be over.

We are proceeding with plans to purchase the entire acreage of Valley Views. The State has requested a justification report and an appraisal from a licensed appraiser. We have approved paying an appraiser \$5K and we will receive the report by September 1. The owners of Valley Views are aware that the appraisal is in progress. The appraised amount will drive the offer. All contracts for Clean and Drinking are subject to the projects being approved by the community.

f. **POLICIES & PROCEDURES COMMITTEE REPORT:** Did not meet.

g. **PERSONNEL COMMITTEE REPORT:** Did not meet.

8. **OLD BUSINESS:**

a. MCAFD Update – **Mailliard** – There was a discussion about Measure P with campaigns both for and against the measure. It was pointed out that a government agency cannot endorse a measure but that individuals may. **Scaramella** suggested sending letters stating what the fire department could do with those funds. **Avila** will send out a template to the directors.

b. JPA Update. Nothing to report.

9. **NEW BUSINESS:**

a. Benefit Assessment Changes. **McKenna** presented the Board with the changes to the properties and the new fees that apply to those few parcels. *Motion by McKenna to approve the proposed changes to the Benefit Assessment and to send the letters to the property owners. 2nd by Mailliard. Mailliard – aye, Soderman – aye, McKenna – aye, Christen and Hanelt absent.*

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:** **Soderman** shared that this was his last meeting. **Avila** and the Board thanked Paul for his years of service. **Bill Naves** will be taking **Soderman's** place.

12. **ADJOURNMENT:** 4:35pm

Recording Secretary – **Patty Liddy**