

**MINUTES of the BOARD OF DIRECTORS, REGULAR MEETING
ANDERSON VALLEY COMMUNITY SERVICES DISTRICT
BOONVILLE FIREHOUSE, 14281 Highway 128 & Teleconference Call & Zoom
September 21st, 2022 at 3 p.m.**

APPROVED

1. **CALL TO ORDER & ROLL CALL: ROBERT'S RULES OF ORDER FOR ELECTRONIC MEETINGS:)** Called to order by **Hanelt** at 3:00 pm. Larry **Mailliard**, **Andres Avila**, **Kathleen McKenna**, **François Christen** and **Valerie Hanelt** in person or on Zoom. Staff - **Cora Richard**, and **Patty Liddy**.
2. **RECOGNITION OF GUESTS AND HEARING OF PUBLIC:** Mark **Scaramella**, **Morgan Baynham**, **Steve Snyder** and **Bill Naves**
3. **CORRESPONDENCE RECEIVED:** Reviewed. There was a discussion about Mendocino County helping disadvantaged unincorporated areas. **Hanelt** is setting up a meeting face to face with persons about these new projects.
4. **CHANGES OR MODIFICATION TO THIS AGENDA:** None.
5. **CONSENT CALENDAR:**
 - a. Approval of August 17th, 2022 CSD Board Minutes.
 - b. Approval of Expenditures as Reviewed at the September 14th, 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: Final Property Tax Payment Received:** We received our last property tax payment for FY 21-22 in the amount of \$31,330.39. This brings our FY total to \$290,254.58 which is 97% of what we budgeted for. **Joy To Look Over FY 21-22 Books Before Close:** I talk with Joy fairly regularly and I asked her if she would look over the books for the previous fiscal year to make sure I categorized everything correctly. She will be doing this the first week of October after the county sends the statements for our reserve accounts for June. **Water Projects Audit Draft Report:** When we had our end conference with the State department of finances on August 3rd, they said we could expect to receive a draft report of the audit in 4-6 weeks' time. 6 weeks came and went on 9/14 and I am wondering if we should reach out to them and ask about it or let it be. **Scaramella** has some suggestions for auditors for next year.
Calendar of Events – Reviewed
 - b. **FIRE CHIEF'S REPORT:** (Copy attached) Presented by **Avila: Fuel Depot:** After a lot of consideration, I have decided to use the Philo Fire Station as the fuel depot site. For several reasons including timeline, cost, unverified location, and not knowing if the Fair Board was in full support, I decided to move it to the contingency site to process the county permits. Steve Wood (architect) and Sash William (engineer) have both volunteered to draw up the concrete pad pro bono. The slab has been designed to allow future expansion of the existing building, hold the weight of water tenders, and create a dispensing station. If the AVCSD were to acquire property in Boonville in the future, the fuel depot could be moved at that point and the slab would then become available for other uses (training, vehicle storage, building expansion, etc.) The Board suggested that we sent a letter of appreciation to Steve and Sash. **AVES Water System Update:** The Elementary School has completed the necessary repairs to bring the school back into compliance with the fire code stipulated in 2006 by installing a Fire Department Connection

(FDC) in parallel with the existing electric irrigation pump. During the test of the system, water was delivered at a very minimal rate and will need a subsequent test soon once we can gain access to the pump building to close certain valves. This will ensure that the draft side of the water supply does not damage the existing water system or allow air into the engine draft process. An additional check valve may be needed on one pipe. **Engine 7471 Returned:** Engine 7471 deployed on an in-county preposition deployment for the heat wave event in early September. Moy Perez, Abraham Sanchez, and Isaac Sanchez had several active assignments while staged on this preposition. After the heat wave passed, Ben Glaus traded out with Moy as they were deployed to the Mosquito Incident near Auburn. They returned Sunday afternoon. The engine was out from September 2nd until the 18th. **USDA Grant Received:** AVFD received a call from USDA about a grant opportunity to match up to a \$400,000 purchase if we could have our application in within two days. We were able to produce an application for a replacement ambulance totaling \$295K. We were awarded the 55% match, received a sizable donation from the AVVFFA of \$103,500, and the rest is covered under EMS apparatus reserves. I will be asking the CSD Board to approve this grant as a \$320K purchase because of the incidentals and roll out costs always associated with new apparatus. 30% inflation was estimated along with a lead tie of up to 24 months if our chassis is ordered prior to the factory shutdown expected in November. An apparatus committee, our mechanic, and an independent ambulance sales consultant are reviewing the specs and contract now. We are aiming to send out the bid applications to multiple ambulance manufacturers ASAP. If the board approves this purchase the bid date would be on 10/11, the bid opening date on 10/12, tentative award notice on 10/14, and AVCSD bid approval on 10/19. This timeline would allow our order to be locked in with current pricing and timelines.

7. ADVISORY COMMITTEE REPORTS:

- a. **EMERGENCY SERVICES COMMITTEE:** (Copy attached) Presented by **Avila:** The salient points of the ESC meeting were addressed in the Fire Chief's report.
- b. **BUDGET COMMITTEE REPORT:** (Copy Attached) Presented by **Christen:** Christen went over the highlights of the budget committee meeting. USDA Ambulance Matching Grant for \$400K was approved by the Budget Committee. They looked at the proposal and the funds. USDA - \$162,250.00, AVVFFA - \$103,500.00, CSD - \$29,250.00. There is a need to get the order in early. Bids will open on October 1st. *Motion by McKenna that we pursue up to \$320K for a new ambulance. 2nd by Christen. Christen – aye, Hanelt – aye, McKenna – aye, Mailliard – aye.*
- c. **AIRPORT COMMITTEE REPORT:** Did not meet.
- d. **PARKS & REC. COMMITTEE REPORT:** (Copy attached) Presented by **McKenna:** The Parks & Rec. committee sent out postcards to the neighbors near the Community Park recently for a public meeting. They will be mailing out fact sheets to the neighbors and **McKenna** will send them to the CSD Board as well. The Skate Park just received a \$10K donation. The Bike Park is off the table because the property is owned by the Anderson Valley Health Center and they have other plans for the space.
- e. **WATER PROJECTS:** Presented by **Hanelt: 1) Drinking Water:** The Anderson Valley School Board voted to enter into final negotiations to consolidate the Elementary School well into the project. Report about the discussion and Q&A with the School Board members. Pending those negotiations, the boundary for the project will now definitely include AV Way to the school which includes hydrants along AV Way. Discussion about developing a survey to have clear idea of who is signing up so that we can establish rates. Kathleen and Valerie anticipate public outreach and personal contact with parcel owners to answer questions. Basic

background info on the Drinking Water project given for the new Board members. **2) Clean Water:** We are still waiting for the appraisal from the licensed appraiser for the Valley Views project. Discussion about concern by appraiser to have a very accurate document in case the sellers wish to use for friendly “eminent domain” sale which can provide benefits to the sellers. We do not anticipate that use, but the family might like to structure the sale that way. Basic background info on the Clean Water project given for the new Board members. Val will be setting up a future CSD field trip to the Coyote Valley Casino in Redwood Valley as they have opened their new MBR system which is similar ours. However, we need to settle the site sale first. Purple Pipe discussion about the potential of an income stream from selling the ‘secondary plus’s water to entities in the future

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

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

8. OLD BUSINESS:

a. MCAFD Update – **Mailliard** – Did not meet.

b. KZYX Facility Use Agreement – Len Tichler (one of the KZYK Board members) was at the meeting via zoom. The facility use agreement was looked at again. **Christen** said that there needs to be a severability clause and Tichler agreed. The Board conceptually agrees, but feels it should be looked at and approved down the line when there is more information regarding exact location and such. We will work together for the end goal. ***Motion by McKenna that the Board supports entering into a conceptual agreement to house the KZYX Satellite Station (with the severability clause in the contract) at the Philo Fire Station. 2nd by Christen. Mailliard – aye, Hanelt – aye, Christen – aye, McKenna – aye.***

c. JPA Update. **Christen** was been reaching out to the Board of Supervisors; stay tuned. **Mailliard** commented that the Navarro property agreement needed another set of documents to sign.

9. NEW BUSINESS:

a. Official Independent Special District Election Ballot LAFCo – **Christen** on the Ballot.

Christen is in as an alternate, but has competition on the permanent seat. ***Motion by McKenna to vote for Christen for the LAFCo seat. 2nd by Christen. Christen – recuse, Hanelt – aye, McKenna – aye, Mailliard – aye. Hanelt*** thanked **Christen** for serving.

b. Resolution Authorizing Applications for State & Federal Surplus Property Program (Resolution 2022-07). ***Motion by McKenna to approve the resolution. 2nd by Mailliard. Hanelt – aye, Mailliard – aye, Christen – aye, McKenna – aye.***

c. USDA Ambulance Matching Grant for \$400K – already voted on. See item 7.b.

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. **Mailliard** said he would not be at the October meeting. **Hanelt** said that **Soderman** needs to hand in a letter of resignation.

12. ADJOURNMENT: 4:55pm

Recording Secretary – **Patty Liddy**