

**MINUTES of the BOARD OF DIRECTORS, REGULAR MEETING
ANDERSON VALLEY COMMUNITY SERVICES DISTRICT
BOONVILLE FIREHOUSE, 14281 Highway 128 & Teleconference Call & Zoom
December 15th, 2022 at 1pm**

Approved

1. **CALL TO ORDER & ROLL CALL: ROBERT'S RULES OF ORDER FOR ELECTRONIC MEETINGS:**) Called to order by **Hanelt** at 3:03 pm. Kathleen **McKenna**, François **Christen**, Steve **Snyder**, Andres **Avila**, Bill **Nayes** and Valerie **Hanelt** on zoom or in person. Staff - Cora **Richard**. Patty **Liddy** absent.
2. **RECOGNITION OF GUESTS AND HEARING OF PUBLIC:** Morgan Baynham.
3. **CORRESPONDENCE RECEIVED:**
4. **CHANGES OR MODIFICATION TO THIS AGENDA:** None.
5. **CONSENT CALENDAR:**
 - a. Approval of November 16th, 2022 CSD Board Minutes.
 - b. Approval of Expenditures as Reviewed at the December 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: Rec Department Grant/Project Manager**: The Recreation department is in the process of hiring a part time grant/project manager for the skatepark. The CSD will be adding on an admin fee being charged to the Skatepark project which will cover the increase in workers comp. I'm going to create a breakdown of costs associated because quite a few have been pointed out to me. Namely, an unemployment reserve and company match of social security and Medicare. **Strike Team Payments Outstanding:** We recently received payment for ABH July Move up and ABH Meadows fires, which totaled just under 50K. This means we have received all strike team payments outstanding from last fiscal year. Andres and I are planning to compare notes, but from looking at mine it seems that these are the strike team payments we are still waiting on: CFAA Rices, CFAA MEU Prepo, CFAA Mosquito, and ABH August Drawdown. Outstanding strike team payment totals: \$80,361.21 for this current fiscal year. **General Manager on Holiday Vacation:** I am planning to take Christmas/New Year's week off so I will not be in the office from 12/22-01/02. I will be reachable via email and cell phone and I'm sure I will do a little work from home in that time period. Happy Holidays everyone! *Motion by Christen to have the SLT present a plan to the CSD and explain their relationship with the CSD and provide us with a draft of a MOU and their fiduciary plan. 2nd by McKenna. All ayes, no nays.*
 - b. **FIRE CHIEF'S REPORT:** **Avila** shared that the fuel station is progressing. Cal Fire is out of the district for two to three days a week due to staffing and makes responding a bit more challenging. The CSD office will be able to issue burn permits now.
7. **ADVISORY COMMITTEE REPORTS:**
 - a. **EMERGENCY SERVICES COMMITTEE:** Covered in **Avila's** report.
 - b. **BUDGET COMMITTEE REPORT:** (Copy Attached) Presented by **McKenna:** Most of the Budget Committee minutes were discussed in the GM's report.
 - c. **AIRPORT COMMITTEE REPORT:** Nothing to report. **Richard** shared that we will be paying the airport insurance soon.
 - d. **PARKS & REC. COMMITTEE REPORT:** (Copy attached) Presented by **McKenna:** The Teen Center had a fundraiser at the Unity Club Holiday Bazaar and made around \$700. **McKenna** shared The Skate Park lists of grants that they are working on.
 - e. **WATER PROJECTS:** (Copy attached) presented by **Hanelt:** 1) **Drinking Water:** Jack reported that a draft easement agreement was now with the school district for the Elementary school well and treatment facility. Since that was draft agreement was issued, however, there is a likelihood that the community park well will be dropped. All private wells slated for acquisition negotiations are continuing and

appear to have no serious issues. At present Jack has identified and started negotiations of enough wells to fill out capacity requirement. Jack is now working on rate study background data and will be ready in January to present potential rate options to the CSD board. Jack is also submitting the amendment to the State DFA with time-line and budgetary requests. Zach Rounds from District 3 participated in a substantial discussion about the elementary school well. As that well data has been assigned 5 gal/minute based on the well study, the strategy of not operating that well except when capacity is at high demand will be adopted. In general, as a cost saving measure, the lowest capacity well would be used the least. Zach noted that the well is due for sample updates. Zach discussed potential issues with water “taste” when the system is operating. While the first concern is health when treating water and adding chlorine, there is adjustment possible. 2) **Clean Water:** On Nov 18, 2022, we had a zoom meeting with the State Waterboard division of financing and they approved the eligibility of all the parcels in Valley Views. This clears the way to continue negotiations with the owners. 3) **Public Outreach:** Max (RCAC) will be developing a survey and letter to go out to Drinking Water parcel owners. He will be doing the follow up to make sure all surveys are accounted for. He is waiting for his workplan to be approved so that he can start.

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

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

8. **OLD BUSINESS:**

a. MCAFD Update: **Nayes & Christen:** The fire agencies are taking turns to show up at the BOS meetings and make them aware of fire districts’ needs.

b. JPA Update. Everybody has submitted their data and the deadline has passed. **Christen** feels that the issue is how to put pressure on the County to do the right thing for ambulance services. Maybe discuss at one of the workshops that the CSD board is going to have. **Avila** shared that the PG&E settlement funds need to be used by the County or they may go away. This pressure may help ensure that they may begin to implement some of the things that have been talked about; CAD integration and looking into a LEMSA. So, there are some things in motion. There will be more ideas about the workshops next month.

9. **NEW BUSINESS:**

a. Support for Internet Security at Fire Station – *Motion by McKenna to approve expenditures for up to 10 hours of time at \$140/hr. for outside consultant to look at our security system and figure out what we need to do to maintain it. 2nd by Christen. All ayes, no nays.*

b. Give CSD Reward Funds of \$1,127.41 To Victim: This has been discussed at length in the past. The Budget Committee also approved this. McKenna said that this has been a reward fund for the past 10 -15 years. *Motion by McKenna to give \$1,127.41 to the victim. 2nd by Christen All ayes, no nays.*

Committee Assignments. There was a discussion regarding who wanted to be on which committees.

Christen shared some ideas for the workshops. (Copy attached). The Board will tour all the fire stations in Anderson Valley on Friday, January 27th at 10am, starting in Yorkville. There will be a discussion about the Long- Range Plan afterwards.

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.

12. **ADJOURNMENT:** 2:56pm