

**MINUTES of the BOARD OF DIRECTORS, REGULAR MEETING
ANDERSON VALLEY COMMUNITY SERVICES DISTRICT
BOONVILLE FIREHOUSE, 14281 Highway 128**

April 17th, 2024 at 3pm

Approved

1. **CALL TO ORDER & ROLL CALL: ROBERT'S RULES OF ORDER:** Called to order by **Hanelt** at 3:07pm. Valerie **Hanelt**, Kathleen **McKenna**, Bill **Nayes**, Andres **Avila**, Steve **Snyder**, François **Christen**, Kirk **Wilder** and Caleigh **Bennett**.
2. **RECOGNITION OF GUESTS AND HEARING OF PUBLIC:** Morgan Baynham.
3. **CORRESPONDENCE RECEIVED:** None to review.
4. **CHANGES OR MODIFICATION TO THIS AGENDA:** All in favor of moving Airport Committee report to item 6. a. due to time constraint. General Manager's report will henceforth be struck from the agenda as the position has been integrated into other roles and no longer exists.
5. **CONSENT CALENDAR:** *The consent calendar was accepted.*
6. **ADMINISTRATIVE REPORT PRESENTATIONS AND QUESTIONS:**
 - a. **AIRPORT COMMITTEE REPORT:** **Wilder** went over the various grants that have become available and how they are being used toward maintenance and operational means.
 - b. **FIRE CHIEF'S REPORT:** (Copy attached). Presented by **Avila:** **Annexation Update:** At the last meeting numbers were produced. A chart with the values was presented. More funding is available than initially thought but the final number is dependent on ongoing negotiations with the Board of Supervisors. There is hope of more clarity in the coming week. **AVCSD Reorganization:** There is a lot happening behind the scenes. There will be a forthcoming meeting among relevant parties to continue to iron out policies and procedures. **Proposed OSHA Regulations:** The proposed federal OSHA regulations are nothing short of a disaster for small volunteer departments such as our own with unrealistic expectations concerning drafting and response. Fire Chief Avila is opposed to the regulations and is working with departments in Humboldt and Del Norte Counties as well as the CFCA and the FDAC to garner support and voice concerns. **Ambulance 7421:** The new ambulance is expected to arrive around July. Avila would like to thank the AVVFFD for fronting the funds that will be reimbursed through the USDA. **Administrative Assistant Hire:** Caleigh Bennett is the new administrative assistant. She is at the front desk Monday- Thursday 10:00-3:00 and doing a good job so far. **CalFire/Fire Season:** The winter burning season is coming to an end and fire season is beginning, meaning that any burn permits will have to be issued through CalFire. The CalFire station is also open and staffed which is helpful. **Engine Reorganization:** The reorganization should be wrapping up in the next two weeks or so. The decals for call numbers have been ordered. Mendocino College has shown interest in 7488 which is slated for surplus. Vacation: Clay Eubank was out of the office for two weeks and Angela DeWitt is out for three weeks on well-deserved and well planned for vacations.
7. **ADVISORY COMMITTEE REPORTS:**
 - a. **EMERGENCY SERVICES COMMITTEE:** (Copy attached). Presented by **Snyder:** Most of the minutes were covered in the Chief's report, expressed deep gratitude for the effort and impressive service of the department.
 - b. **BUDGET COMMITTEE REPORT:** (Copy attached). Presented by **McKenna:** There were no action items at the meeting. There is an outstanding compensation for a strike

team from two years ago that needs to be addressed. If the funds cannot be procured through the state the funds will have to come out of pocket. There will be a board vote for approval of budgets for FY 24/25 in May followed by public approval in June. There was a discussion about election reserves and about EMS donations being transferred to AVVFFA in April.

- c. **AIRPORT COMMITTEE REPORT:** Presented by **Wilder** previously.
- d. **PARKS & REC. COMMITTEE REPORT:** Did not meet. Presented by **McKenna**: A handicapped porta-potty has been received and should be in service in the next two weeks.. There was a discussion of the botched installation of the new play structures. The installer is supposed to be following up on reparations to be made. **Nayes** voiced concern over liability in the meantime. **McKenna** is to follow up with legal counsel for advice.
- e. **WATER PROJECTS:** (Copy attached):
 - 1) Clean Water: Reviewed. **Hanelt** presented a video of the testing being done at the proposed site and a description of the facilities and their space requirements.
 - 2) Drinking Water: Reviewed. **Hanelt** reports that the project is pending approval. Legal team is writing up contracts for opting-in. The process of getting contracts and how it affects capacity was described.
- f. **POLICIES & PROCEDURES:** Did not meet. **McKenna** will email the committee to schedule a meeting next week.
- g. **PERSONNEL COMMITTEE:** Did not meet. **Nayes** pointed out the need for a standard operating procedure for onboarding and offboarding personnel.
- h. **LOSS CONTROL COMMITTEE:** Did not meet.

8. OLD BUSINESS:

- a. MCAFD Update: Avila described the Fire District Representative position and the trial phase.

9. NEW BUSINESS:

- a. Honoring the Service of Patty Liddy Resolution 2024-02: *Motion by Hanelt to approve this agreement and resolution 2024-02. 2nd by Christen. Snyder – aye, Christen – aye, Hanelt – aye, McKenna – aye, Nayes – aye.*

10. ANY SPECIAL ITEM NOT ON THE AGENDA BUT APPROVED UNANIMOUSLY BY THE BOARD OR LEGALLY REQUIRED OR AUTHORIZED FOR IMMEDIATE ACTION: None.

11. ANNOUNCEMENTS/CONCERNS OF DIRECTORS: None.

12. ADJOURNMENT: 5:07pm