

**MINUTES of the BOARD OF DIRECTORS, REGULAR MEETING
ANDERSON VALLEY COMMUNITY SERVICES DISTRICT
BOONVILLE FIREHOUSE, 14281 Highway 128 & Teleconference Call & Zoom
July 20th, 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 3:03 pm. Larry **Mailliard**, François **Christen**, Andres **Avila**, Valerie **Hanelt**, Kathleen **McKenna** and Paul **Soderman** in person or on Zoom. Staff - Cora **Richard**, and Patty **Liddy**.
2. **RECOGNITION OF GUESTS AND HEARING OF PUBLIC:** Mark Scaramella, Morgan Baynham, Sandra Nimmons and Bill Nayes. Sandra Nimmons addressed the Board regarding the AV Historical Museum. Nimmons wondered if the Board could help get more exposure for the museum. The Directors did not feel that publicizing the AV Historical Museum was within their purview.
3. **CORRESPONDENCE RECEIVED:** Reviewed.
4. **CHANGES OR MODIFICATION TO THIS AGENDA:** *Motion by McKenna to make the Airport Committee an agenda item and move up to after the consent calendar. 2nd by Christen. McKenna – aye, Soderman – aye, Hanelt – aye, Christen – aye, Mailliard – aye.*
5. **CONSENT CALENDAR:**
 - a. Approval of June 15th, 2022 CSD Board Minutes.
 - b. Approval of Expenditures as Reviewed at the July 13th, 2022 Budget Committee Meeting.
 - c. Resolution to Continue Hybrid of Zoom and In-Person Meetings. Resolution 2022-02

The consent calendar was accepted.

- 7.a. **AIRPORT COMMITTEE:** Kirk Wilder came to the Board meeting to update the directors on how the airport is doing. The airport is in great shape. Activity is still down because of COVID and the gas prices. All the hay – 746 bales have been sold or spoken for. There are two new residents on Airport Drive who participate in aviation. Wilder said the hay sales should bring in around \$2,100.
6. **ADMINISTRATIVE REPORT PRESENTATIONS AND QUESTIONS:**
 - a. **GENERAL MANAGER'S REPORT:** (Copy attached) Presented by **Richard: Strike Team**
Payments: We are still waiting on payment for two strike teams, Windy Fire and OES Preposition. Our last correspondence was on 6/15/22. They said the payments are pending review. **FY20-21 Audit:** I have called Rick Bowers and he is in the middle of surgeries and medical issues, and keeps saying that he will work on the audit items shortly but it's been quite a while now. Do we want to wait it out with Rick or search for another auditor? **Switching Credit Card Providers:** We have been using Wells Fargo as our corporate card provider for longer than Joy was with the CSD and I think a change would benefit us. The primary reasons why I would like to switch our credit card provider are in the interests of receiving more revenue (credit cards with rewards) and being able to access online banking and make electronic payments instead of sending checks. We are currently not getting any rewards with our cards. When our Wells Fargo cards were being set up the woman who set them up put her own social security number (which is not known by me, or Joy before me) on the AVCSD account and because of that I cannot set up online banking with those cards. The bank I feel would be a better fit with our corporate cards is Savings Bank of Mendocino County. Savings Bank has cards with up to 3% rewards, and we already have all of our checking accounts with them, and an online banking account set up. In this most recent FY, we used our cards for about \$76K worth of purchases. 1% rewards would gain us about an extra \$760.00. My next step is to contact the loan department at Savings Bank and have them tell me how easily this could be done and what rewards we are eligible for. **Mystery Deposits in Fire Department Checking:** Two amounts were electronically deposited in the fire department checking account in June. The first amount was \$7,184.38 and it ended up being a grant disbursement for one of our Airport Covid Grants. The second amount is \$36,188.01 and we are currently looking into it.

- b. **FIRE CHIEF'S REPORT:** (Copy attached) Presented by **Avila: AVFD's Ambulance Staffing Issue**: Only three of the six interested EMTs committed to the volunteer EMS Duty Officer program. Two have volunteered to take specific weekends per month. The first weekend to be covered will be July 30th and 31st. The EMS Duty Officers attended our regular Fire Officers meeting on Monday the 18th to start integrating themselves into the existing fire duty officer program. The new EMS DO program will allow Clay Eubank 4 to 6 days off guaranteed per month. **District Attorney Support:** A unique grant opportunity was provided for our EMS Branch from David Eyster our County District Attorney. Mark Scaramella was contacted by the DA after publishing several editorials in The AVA about our current EMS funding/staffing issues and the lack of county support to assist our strained ambulance system. The DA's unique proposal is to partner the AVFD ambulance with Anti-Drug grant funding as a combined local effort. We have submitted the necessary grant material and if awarded we will start conducting some educational activities at the schools, providing pamphlets and literature to individuals we contact while on incidents, and other associated anti-drug efforts that we can realistically rollout. This unexpected support by our DA is more than welcome by AVFD and will undoubtedly assist our EMS situation and Anti-Drug awareness in Anderson Valley. A large thank you to both Mr. Eyster and the Major for their support! **First Fire Activity of The Year:** AVFD has responded to several fires over the last couple of weeks ranging from fires that were extinguished upon arrival up to 17 acres. They included; a roadside start, two tree strikes on power lines, a PGE fuel reduction crew mishap, no spark arrestors on equipment, and a larger fire yesterday on Black Oak Ridge Rd (under investigation). Early summer conditions and fast actions by our local firefighters have kept these fires from getting too large. Unfortunately, the Meadows Fire on July 19th did have structures and other property loss associated with that fire. The Meadows Fire has retained two of our water tenders through the night and for today. Additionally, we sent a wildland engine out on CALFIRE station coverage for just under a week in early July. Fortunately, fire season has had a slow start so far this year but we are clearly starting to see fire actively and potential on the rise. **More Fire Boxes:** The last of our fire boxes for the valley have been installed. We will be making a tour around the district to put in improved maps and final touches on newly installed boxes. These maps were used and very helpful for both fire department and law enforcement personnel on yesterday's Meadows Fire.

7. **ADVISORY COMMITTEE REPORTS:**

- a. **EMERGENCY SERVICES COMMITTEE:** (Copy attached) Presented by **Soderman:** ESC agenda items were discussed in the Chief's report.
- b. **BUDGET COMMITTEE REPORT:** (Copy Attached) Presented by **McKenna:** There was a discussion about switching credit card providers. **Richard's** next step will be to contact the loan department and find out how easy this will be to do as well as what rewards we will be eligible for.
- c. **AIRPORT COMMITTEE REPORT:** Moved up to top of the agenda for this meeting.
- d. **RECREATION COMMITTEE REPORT:** **McKenna** informed the committee that the Rec. Committee will be meeting on the 4th Wednesday from now on. The Bench Project is not going to happen, but Cal Trans may have a bigger project; it is a "wait and see" situation. The Rec. Dept would like to use the \$8,036 in their long-term project funds toward the Skatepark Design. They won't spend the funds if this project doesn't get the green light. Conceptual approval to go forward with the Skatepark. *Motion by McKenna to approve use of the \$8,036 long term Rec. Committee account to go towards the Skatepark design if the project is approved. 2nd by Christen. Mailliard – aye, Christen – aye, McKenna – aye, Soderman – aye, Hanelt – aye.*
- e. **WATER PROJECTS:** Presented by **Hanelt: Clean Water:** **McKenna** has found an appraiser for the Valley Views property. The State Waterboard requires a licensed appraiser rather than a real estate agent. We got a bid from one person for \$12-16K which was felt to be unreasonably high. We hope to be able to find a willing appraiser who will submit a more acceptable bid. The appraisal amount

will drive our offer to the owners. If we can agree on a price then we can commit the approximately \$40K for the soil studies. The actual sale of the property will be contingent on the soil studies working out and the project being voted in by the rate payers. Drinking Water: We are waiting for the AV School Board to decide whether they want to consolidate the elementary well into the municipal system. Our engineer continues to work on contracts with well owners and participants in the projects. Many of the contracts have gone back and forth a few times with attorneys involved on both sides. No contracts have fallen out at this time.

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. JPA Update.

9. **NEW BUSINESS:**

a. Change of By-laws: Proposal to Change the Time of the CSD Meeting From 5:30pm to 3pm.

Motion by McKenna to change the AVCS D By-Laws from 5:30pm to 3pm section 4.1. 2nd by Christen. Hanelt – aye, Christen – aye, McKenna – aye, Soderman – aye, Mailliard – aye.

b. Letter of Support for the Joint Powers Agreement Being Considered by the Board of Supervisors for County Support of Ambulance Services – *Motion by Christen that the CSD issue this letter ASAP to the BOS endorsing that model of Joint Powers Agreement. 2nd by McKenna. Hanelt – aye, Soderman – aye, Mailliard – aye, McKenna – aye, Christen – aye.*

c. Purchase of Strike Team Radios - \$10K from Communications Reserves. *Motion by McKenna to take \$10K from Communication Reserves to purchase Strike Team radios. 2nd by Christen. Soderman – aye, Christen – aye, Hanelt – aye, Mailliard – aye, McKenna – aye.*

d. Allocate \$8,036 in Rec. Dept. Long Term Projects Account to Skatepark Design. See Item D.

e. Proposal for Purchase of AVUSD Property for Park. *Motion by McKenna to accept in principle to approve the acquisition of the Community Park and to approve McKenna as the negotiator. 2nd by Christen. Hanelt – aye, Soderman – aye, Mailliard – abstain (couldn't hear the meeting through his pc at home), Christen – aye, McKenna – aye.*

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**: Both **Hanelt** and **Christen** will be gone for the August Board meeting.

12. **ADJOURNMENT**: 5:30 pm

Recording Secretary – **Patty Liddy**