

# **Cazadero Community Services District**

## **Meeting Minutes**

February 9, 2015

### **I. Call to order**

Board President Schanz called to order the regular meeting of the Cazadero Community Services District at 6:05PM on February 9, 2015 at Fire Station #2.

### **II. Roll Call**

President Schanz conducted the roll call. The following persons were present: Directors Charlotte Berry, Michael Nicholls, Eric Schanz, Chief Steve Krausmann and District Manager, Phil Mohrhardt. Director Canelis arrived at 6:19PM. Absent - Director Juilly had requested an Excused absence.

### **III. Approval of Minutes**

Director Nicholls stated he had overlooked adding the Meyers Grade Tower discussion to the January minutes. The minutes will be corrected and presented at the March meeting for approval.

### **IV. Presentation and Approval of Monthly Opex Invoices**

Manager Mohrhardt presented invoices for payment. Director Nicholls moved and Director Berry seconded the motion to approve operating expenses for the month of January in the amount of \$7,807.61. Vote was 3-0-1 with Director Berry abstaining. Extraordinary expense items for the month of January included the McPhail Fuel billing of \$1,170.62 and associated travel expenses of \$950.58 for Chief Krausmann and Captain Mercieca to attend the Firehouse World Expo

### **V. Open to the Public**

No members of the public were in attendance.

### **VI. Correspondence**

- **Economic Interest - Form 700** - Notification of Completion submitted by all directors
- **FASIS** - Request for Resolution Authorizing Application to be sent to the Director of Industrial Relations, State of CA, for a Certificate of Consent to Self-Insure Workers' Compensation Liabilities. Director Nicholls will arrange for notarization and submission to the state.
- **Michael A. Celentano** - Contract extension letter and CSD Audit Recommendations for 2014. Board upon motion by Director Nicholls and seconded by Director Canelis voted 4-0-0 to approve a three year Audit contract totaling \$18,400.

- **WestAmerica Bank** – Request for copy of 2014 Audit report as loan backup information for Brush Truck purchased in 2014.
- **Fletcher CPA/Sacramento** – Offer to Audit the CSD and a request for 2014 Audit
- **County of Sonoma** – Request to use Fire Station #1 for Polling Place for June 2015 Election.

#### **VII. Portrait of Sonoma Presentation**

- Director Nicholls presented the PowerPoint Portrait presentation. Of particular note was the disparity between the high-ranking Cazadero/Jenner census tract versus other lower river communities. It was felt a smaller class size and cross-age peer tutoring at Montgomery School plays an important role in the index difference in many of the categories.

#### **VIII. Ethics and Sexual Harassment Training**

- Directors Nicholls, Berry, Canelis, Schanz, Manager Mohrhardt and Chief Krausmann will attend a four-hour session fulfilling bi-annual training requirements. The Sonoma County Fire Districts Association sponsors the training sessions to be held on Saturday, February 28, 2015 at Cotati.

#### **IX. Signage for the Park**

- Director Berry requested to postpone the report 30 days.

#### **X. Hall Rental Agreement**

- Manager Mohrhardt presented Directors with a proposed draft for the Fire Hall Rental. Directors expressed concern a waiver clause should be inserted or an addendum attached to cover non-profits and other “grandfathered” organizations previously granted rental fee waiver.

#### **XI. Chief's Report**

- **Call Report** – Chief, Krausmann reported in January there were a total of 8 calls; 7 medical, 1 fire/hazardous.
- **County Advisory** – Fire Chiefs’ from District 5 met and agreed that Chief Ming of Russian River Fire Protective Services District would represent the group at the County Advisory Meeting. Chief Ming has the authority to bring comments to the meeting on behalf of District 5 Chiefs’ however does not have authority to commit at the District Advisory level. Directors were urged by Chief Krausmann to settle on what they see as benefits or detriments in the process and submit in writing to Supervisor Carrillo.

#### **XII. Managers Report**

- Manager Mohrhardt reported the December Tax Revenues increased 4.81% over the previous year, a growth of \$5,624.41.

- Manager Mohrhardt reminded board members, budget items for fiscal 2015/16 must be submitted by email or physically brought to the March meeting for inclusion in the preliminary budget.
- Manager Mohrhardt was directed to meet with Beth Rudometkin of Community First Credit Union in Guerneville to explore potential benefits in changing our primary banking relationship.

### **XIII. Maintenance**

- **Station #1** – Directors agreed to explore, and purchase acoustical tile for the conference room walls to remediate noise. Insulation of the conference room ceiling (attic area) would also help to reduce background noise. Chief Krausmann was asked to meet with Evergreen Flooring in Guerneville to request a quotation for new flooring in the conference room and kitchen area. The Chief was directed to install a shut-off valve in the Wolf Range propane supply line.

### **XIV. New Business**

- Director Berry commented she had been approached regarding the request for grading in the proposed park area. Directors felt grading at this time was premature without long-range plans and funding for necessary retaining walls.
- Director Nicholls presented three conceptual designs for a CSD seal developed as a Senior Project by ElMo students in Graphic Arts. Directors suggested revisions to the preferred design #3 and this information is to be conveyed to the Graphic Arts Instructor.

**XV. Adjournment** – As President Schanz and Chief Krausmann were called to a medical emergency, at 7:30 PM, Director Nicholls moved and Director Canelis seconded a motion to adjourn the meeting. The motion passed 3-0-0. March meeting will be held at Firehouse #2 on March 9, 2015 at 6PM.

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Eric Schanz – President

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Michael C Nicholls -  
Secretary

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Homer Canelis – VP

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Charlotte Berry

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Paul Juilly