

# ***Cazadero Community Services District***

## ***Meeting Minutes***

October 13, 2014

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

Board President Schanz called to order the regular meeting of the Cazadero Community Services District at 7:00PM on October 13, 2014 at Fire Station #1.

### **II. Roll Call**

President Schanz conducted the roll call. The following persons were present: Directors Charlotte Berry, Paul Juilly, Michael Nicholls, Eric Schanz, Chief Steve Krausmann and District Manager, Phil Mohrhardt. Absent Homer Canelis

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

Director Berry moved and motion was seconded by Director Juilly to waive the reading of the minutes from the September 8th meeting and to accept the draft as written. Motion passed 4-0

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

Manager Mohrhardt presented invoices for payment. Director Schanz moved and Director Juilly seconded the motion to approve operating expenses for the month of September in the amount of \$8,337.62. Vote was 3-0-1 with Director Berry abstaining. Extraordinary expense items for the month of August included the quarterly Redcom assessment of \$1,676.00 and workman's comp premium in the amount of \$605.33.

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

No members of the public were in attendance. Invited guests included Supervisor Efren Carrillo, LAFCO ED Mark Bramfitt and Sonoma County Fire Chief Al Terrell.

### **VI. Agenda Modification**

Board members verbally approved on a 4-0 vote to modify the agenda to accommodate guest's presentations.

- Mark Bramfitt opened the discussion with an overview of LAFCO, its organization and purpose. The oversight and adjudication of territory formation, changes, dissolutions and consolidation considerations of districts is a primary purpose of LAFCO. A brief review of existing fire districts was discussed - with an eye to failing districts and how the situation can be best addressed. In addition to fire, Roseland annexation and Palm Drive are major issues under consideration and study by LAFCO.

- Supervisor Carrillo provided an overview regarding the Fire Services Ad-Hoc Committee with a goal for better governance and delivery of services. In 2013 Board of Supervisors identified county fire services as an area of concern. A more efficient means and effective delivery of services requires exploration, discussion and community input as part of the committee process. Supervisor Carrillo pointed out, “This committee will not be a silver bullet, but more like silver buckshot!” i.e. there may be many solutions to solving the issues at hand, not just one way to proceed in the process.
- Chief Al Terrell opened his comments with the statement, “We need sustainable services from a countywide perspective!” He followed with a PowerPoint presentation outlining the scope, process and recommendation segments of the Ad Hoc Committee. Chief’s presentation was followed by an engaged and positive conversation between board members, the CVFD Chief and County Chief on various paths the committee’s final recommendation could take; which could impact our department. It was stated the CSD could take the option to ‘opt out’ of any final decision reached by the Ad Hoc Committee. President Schanz and Chief Krausmann will represent the CSD as members of the Ad Hoc Advisory Committee. Chief Terrell strongly recommended the CSD purchase a basic module Firehouse.com management program and offered to assist the district with sourcing potential grant funding to partially offset the purchase price.

## **VII. Correspondence.**

- **Meeting Announcement** – SCFDA Meeting – Gold Ridge on October 23<sup>rd</sup>.
- **International Mulch** -- Brendon Huck proposed the use of shredded tires for playground areas. No action taken by board.
- **Verra Moore** – Fourth letter regarding Sun-Rise Ridges Neighborhood request. Chief will again review with Cal Fire for their response as this neighborhood is outside of the CSD service area.
- **Jacob Rich** – Nicholls emailed Jacob re omission of Cazadero from the Portrait of Western Sonoma County. Also inquired whether ElMo Computer Graphic students would accept a website project for the Cazadero CSD.

## **VIII. FASIS Workman’s Comp Insurance**

- Manager Mohrhardt reviewed aspects of early termination of current policy and the advantage of moving to the FASIS program on July 1, 2015. Board consensus accepted the recommendation.

- FASIS requires three board resolutions to be submitted with the application in order to accept the Cazadero CSD as members
  - **Resolution #14/15-001** – *Resolution of the Board of Directors of Cazadero Community Services District Authorizing Participation in The Fire Agencies Self Insurance System Workers' Compensation Program* – Passed AYE by Directors Schanz, Nicholls, Juilly, Berry
  - **Resolution #14/15-002** – *Resolution of the Board of Directors of Cazadero Community Services District Providing Worker's Compensation Coverage for Certain District Volunteers* – Passed AYE by Directors Schanz, Nicholls, Juilly, Berry
  - **Resolution #14/15-003** – *Resolution Authorizing Application To the Director of Industrial Relations, State of California For a Certificate of Consent to Self-Insure Worker's Compensation Liabilities* – Passed AYE by Directors Schanz, Nicholls, Juilly, Berry

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

Director Berry was unable to finalize proposal for the October meeting. This item will carry over to November.

#### **X. Chief's Report**

- **Call Report** -- Chief reported in September there were a total of 6 calls; 3 hazardous conditions, 1 wires down, 1 mutual aid to Freezeout Road, 1 mutual aid to Riccioli Ranch
- **Review of Fire Services** – Six firefighters completed classroom driver training for fire trucks (excluding the Peterbilt). Eight personnel are now qualified to drive the new 4WD Brush Truck. PPP training was reviewed in the event of hazardous EMT calls.

#### **XI. Managers Report**

- Manager Mohrhardt reported he met with Michael A Celentano, CPA at the Station. Celentano reviewed procedures, downloaded QuickBooks transactions, reviewed internal controls, visited the park and questioned the wisdom of oleander plantings where children were present. Board members agreed oleander should be immediately removed and area replanted with suitable deer resistant plantings. Director Berry will investigate suitable varieties for replacement plantings.
- TOT Grant funding in the amount of \$45,000 was received and deposited directly to our operating account on 9/27.

- State Report is completed. Manager Mohrhardt was advised a minor FTP glitch will require resubmission to the state website on 10/14.

## **XII. Maintenance**

- **Tires** – Chief will continue to work on quotation from Cazadero Supply. Director Berry recused herself from discussion.
- **Park** – Board members formally requested the presence of Mike Dahle at the November meeting.
- **Station** – Quotation for doors and exhaust fans are in hand. Quotations from a minimum of two licensed electricians are necessary for completion of overall cost considerations for upgrades. Discussion of propane supply line modification and shutoff to kitchen range was reviewed and approved without motion.

## **XIII. New Business** – no new business

**XIV. Executive Session** – The regular meeting was adjourned to Executive Session to discuss a personnel matter at 9:40PM. Executive Session was adjourned and returned to regular session at 9:44PM

**XV. Adjournment** – At 9:45 PM, Director Juilly moved and Director Berry seconded a motion to adjourn the meeting. The motion passed 4-0. November meeting will be held at Firehouse #2 on November 17, 2014.

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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