

# **Cazadero Community Services District**

## **Meeting Minutes**

August 11, 2014

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

Board President Schanz called to order the regular meeting of the Cazadero Community Services District at 7:00PM on July 14, 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. Director Canelis arrived at 7:11PM.

### **III. Approval of Minutes From June Meetings**

Director Juilly moved and motion was seconded by Director Berry to waive the reading of the minutes from the June 9th 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 Nicholls moved and Director Schanz seconded the motion to approve operating expenses for the month of July in the amount of \$10,813.83. Vote was 4-0-1 with Director Berry abstaining. There were no extraordinary expense items for the month of July.

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

No members of the public were in attendance.

### **VI. Correspondence**

- **County of Sonoma Auditor/Controller** – County Auditor submitted a quotation for annual audit - \$10,300. Manager Mohrhardt was directed to thank the Auditor for their quotation and advise that the CSD will go out to public bid for annual audit services.
- **Marin CPA** – requested to quote on Annual Audit needs.
- **County of Sonoma – Election Board** – a request to use the Fire hall at Station #1 for the November 4<sup>th</sup> General Election.

- **California Special Districts Association** – Invitation to join the association – Annual Dues \$773.00. Offer was declined by affirmation.
- **County of Sonoma** – TOT Grant Agreement in the amount of \$45,000 for the new Brush/Rangeland Fire Truck. Documents signed off by President Schanz and placed into mail. Chief Krausmann will arrange for a county decal to be applied to the truck in conformance with the TOT Grant Agreement.
- **Cazadero Community Club** – The Community Club has voted down a proposal to fund the construction of three picnic tables for the park area. CSD will assume the estimated \$1,000 expense.

## VII. Signage for the Park

Director Berry discussed a preliminary concept for the park signage. Present consensus is to purchase one double-sided sign, for Cazadero Hwy. Park frontage. Director Berry will finalize signage wording and present to the Board for approval. Discussion ensued regarding a plaque, which could be mounted on a monument, boulder or other appropriate base. Director Berry will verify information necessary for insertion, provide 'casting ready' copy for board approval and contact Halls Trophy's for a firm quotation. Sign and plaque will be funded from the Park Improvement g/l account.

## VIII. Chief's Report

Chief reported in July there were a total of 10 calls; 3 fire, 5 medical, 2 hazardous conditions (tree limbs on primary power lines). August to date includes; 2 fire (vegetation and smoke check), 1 medical aid.

## IX. Maintenance

- **Fire Stations #1 and #2** – Chief has requested a quotation from Ziegler Mechanical for an exhaust fan for Station #1. Steve Ginesi has been asked to quote on electrical needs for the exhaust system. Director Nicholls noted concern that any remediation must be in compliance with Cal OSHA in exhausting carcinogenic diesel exhaust fumes from bay area. Quotations have been requested for station bay door replacement. Chief will present findings at the September meeting for Board consideration.
- **Equipment** – New Brush/Rangeland Fire truck was delivered last week and is in the process of being outfitted. Driving familiarization by authorized firefighters is in process under direction of the Chief.

**Playground** – Bathroom update report was postponed, as Mike Dahle was not present to report on status.

## X. New Business

- Director Nicholls discussed the MSR underway including both the County Administrator's Office (Chris Thomas) and LAFCO (Mark Bramfitt). The MSR includes rural and urban fire districts and was presented at the County Fire Districts Meeting in July.
- Chief Krausmann discussed the option of renting/leasing the new Brush-Truck to CalFire. Revenue stream if approved is approximately \$1,680 per day to the district (on a dry lease basis), which could be directed to pay down the lease/purchase balance on the vehicle. Directors enthusiastically supported the concept and asked the Chief to investigate and report back as soon as possible. A special meeting could be called to vote on a motion to proceed once all information is in hand.
- Dance – Chief Krausmann was directed to speak with the Association President regarding moderation of volume during future music related events. An estimated net income of \$4,000 was realized from the annual event.
- Director Juilly stated per code, railings would not be necessary along the south stairway from Cazadero Highway to the Storage Area. Consensus from directors was to proceed with handrail installation.
- CCC Appreciation Dinner is scheduled for September 20<sup>th</sup> between 5:30 and 7:30PM at Fire station #1.

**XI. Adjournment to Executive Session** – At 8:45PM A personnel termination matter was discussed. Executive Session was adjourned and return to regular session took place at 8:54PM

**XII. Adjournment** At 8:55 PM, Director Berry moved and Director Juilly seconded a motion to adjourn the meeting. The motion passed 5-0. August meeting will be held at Firehouse #2 on September 8, 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