

Cazadero Community Services District

Meeting Minutes

September 8, 2014

I. Call to order

Board President Schanz called to order the regular meeting of the Cazadero Community Services District at 7:06PM on July 14, 2014 at Fire Station #2.

II. Roll Call

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

III. Approval of Minutes

Director Berry moved and motion was seconded by Director Canelis to waive the reading of the minutes from the August 11th meeting and to accept the draft as written. Motion passed 5-0

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 August in the amount of \$9,777.49. Vote was 4-0-1 with Director Berry abstaining. Extraordinary expense items for the month of August included the insurance premium on the new brush-truck in the amount of \$1,033.00 and an additional workman's comp premium in the amount of \$1,675.63, which covered, new personnel added to the roster.

V. Open to the Public

No members of the public were in attendance.

VI. Correspondence.

- **Michael A Celentano, CPA** – submitted the low quotation for the CSD Annual Audit. Fee will not exceed \$6,000, a \$4,000 savings from our prior Auditor, the County of Sonoma. Director Nicholls moved and Director Juilly seconded a motion to accept the Celentano bid for the CSD Audit for FY 2014. Motion passed 5 – 0.
- **County of Sonoma – LAFCO** – Notification that Ken Jones, Forestville was appointed to fill the board vacancy.

- **FASIS/Ocu-Med** – Email confirming services provided to the CSD providing the CSD joins the membership of FASIS. Scope includes Periodic/Annual (one exam in three years for current volunteers), OSHA Respirator Questionnaires, Fitness-For-Duty and Blood Borne Pathogen programs. Program cost increases are more than offset by physical exam savings.
- **County of Sonoma** – Confirmation of Acceptance was received regarding the TOT Grant Agreement in the amount of \$45,000 for the new Brush/Rangeland Fire Truck. Remittance should be received within 45 days of notification (Oct. 15th). Chief Krausmann will arrange for a county decal to be applied to the truck in conformance with the TOT Grant Agreement.
- **State Fund** – State Fund provided on-line Claims Kit information. One kit will be available at each fire station to be completed in the event of a recordable claim.
- **Cal Fire** – An executed equipment lease between Cal Fire and Cazadero CSD was returned to Cal Fire in anticipation of CalFire's use of CVFD 5260.

VII. Signage for the Park

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

VIII. Executive Session – The Regular meeting was adjourned to Executive Session to discuss a personnel matter at 7:36PM. Executive Session was adjourned and returned to regular session at 7:45PM.

IX. Chief's Report

Call Report -- Chief reported in August there were a total of 11 calls; 1 fire related, 9 medical, 1 vehicle accident (required extractions from two vehicles).

Review of Fire Services -- Ad-Hoc Committee Meeting was held last week. Mark Bramfitt and Supervisor Efren Carrillo have been invited to our October 13th meeting to review the process and answer questions board members may have regarding a consolidation proposal process. Chief Krausmann will attend Area 5 meetings and Director Nicholls will attend the RRFPD meeting on September 10th.

X. Managers Report – Manager Mohrhardt stated he would be traveling out of the country on November 10, a regular meeting date. By consensus the board agreed to move the November meeting to November 17th.

XI. Maintenance

- **Tires** – Chief presented quotations from Country Tire and GCR for CVFD 5230. Board requested an additional quotation be obtained from Cazadero Supply for consideration. Director Berry recused herself from discussion. Chief inquired about purchasing a spare tire and Director Nicholls responded if the budget allows, you do not need to request the board for permission to purchase a spare tire or two.
- **Equipment** – New Brush/Rangeland truck should be placed in service next week. Driving familiarization by authorized firefighters will complete this week under direction of the Chief.

XII. New Business

- **Software** – Staff is evaluating fire reporting software options and chief will make a recommendation to the board.

Playground –Mike Dahle’s attendance is requested at the October meeting. The board has requested a contract presentation and scope of work plan for the park area. New bubblers have been purchased for Mike Dahle to install. Cracks in tennis courts will need to be repaired prior to winter rains.

- **Chipper** – Director Berry reported the chipper is making progress on the town pile. The chipper is also being used for the Guerneville Cemetery Cleanup as Paul Berry is now certified as an operator. Plan is to clear the proposed park area over the next couple of months.

XIII. Adjournment At 8:30 PM, Director Berry moved and Director Juilly seconded a motion to adjourn the meeting. The motion passed 5-0. October meeting will be held at Firehouse #1 on October 13, 2014

Eric Schanz – President

Michael C Nicholls - Secretary

Homer Canelis – VP

Charlotte Berry

Paul Juilly

Draft