



Cazadero Community Services District

Meeting Minutes

December 12, 2016

I. Call to Order and Roll Call

President Schanz called to order the regular monthly meeting of the Cazadero Community Services District at 6:09PM on December 12, 2016 at Station #1, and conducted the roll call. The following persons were present: Directors' Michael Nicholls, Homer Canelis, Charlotte Berry and District Manager Phil Mohrhardt. Chief Steve Krausmann absent.

II. Approval of Minutes

November minutes were approved on motion by Director Canelis and seconded by Director Berry. Motion passed 4-0-0.

III. Approval of Financials

1.1. Financials for November were presented by Manager Mohrhardt. Expenses and income are tracking as forecasted. An exception was noted in that the SCBA Capital Purchase for 6 units and 12 cylinders in the amount of \$36,566.86 which exceeded the budgeted amount by \$6,000 as reported last month. Cost overrun was due to mask and first cylinder presently considered add-ons to basic pricing versus prior purchases when masks and cylinders were considered inclusive in purchase price quotations.

1.2. November financials were approved on motion from Director Nicholls and seconded by Director Canelis. Motion passed 4-0-0.

IV. Presentation and Approval of Monthly Opex Invoices

Manager Mohrhardt presented invoices for payment. Director Canelis moved and Director Nicholls seconded a motion to approve November operating expenses in the amount of \$15,352.00. Motion passed on a 4-0-0 vote. Extraordinary expense of \$3,635.00 was noted relating to purchase of firehose and fittings for trucks, annual payment of \$1,218.73 for waste disposal at Firehouse #1 and swift water training in the amount of \$1,925.00.

V. Public Comment

No members of the public present.

VI. Correspondence

1.1. Letter from Director Juilly resigning from the board due to health issues

VII. Chief's Report

1.1. No Report – Chief Absent

VIII. Manager's Report

- 1.1. District Manager Mohrhardt announced his resignation, effective immediately, due to health issues.
 - 1.1.1. Board members commended District Manager Mohrhardt for his years of service to the district.
 - 1.1.2. Mohrhardt will assist in transition once new District Manager is hired.

IX. Maintenance

- 1.1. Engineering drawings for ADA compliant restroom in Fire Station #1 were briefly reviewed. Further discussion will be moved to the January agenda.
- 1.2. A roof leak was noted in the firetruck bay. Director Berry reviewed the details with President Schanz.

X. New Business

- 1.1 Director Juilly resigned from the board due to serious health issues. Director Nicholls will notify William Rousseau, County Elections Officer of the vacancy and intent to appoint a new member until the next general election.
- 1.2 Necessary legal postings for Director and District Manager vacancies will be posted as required by ordinance.
- 1.3 On a motion by Director Canelis and Seconded by Director Berry, Nicholls was authorized to send a letter to Governor Brown supporting the appointment to a second term for Commissioner Catherine Sandoval to the CPUC.
- 1.4 Nicholls will investigate whether Sexual Harassment and Ethics Training classes will be again undertaken by the Sonoma County Fire Departments Association.

XI. Adjournment to Executive Session

Director Nicholls moved and Director Berry seconded a motion to adjourn the meeting at 6:36PM to move to Executive Session to discuss personnel matters. The motion passed 4-0-0. Executive Session ended at 6:53PM and moved back to General Session

XII. Adjournment

Meeting adjourned at 6:53PM on motion by Director Nicholls and seconded by Director Berry with a 4-0-0 vote. The January meeting is scheduled at Station #1 on January 9, 2017 at 6PM.

Eric Schanz – President

Michael Nicholls - Secretary

Homer Canelis – VP

Charlotte Berry