

**Cazadero Community Services District**  
**Meeting Minutes**

November 13, 2015

**I. Call to Order**

President Schanz called to order the regular monthly meeting of the Cazadero Community Services District at 5:03PM on November 13, 2015 at Fire Station #2.

**II. Roll Call**

President Schanz conducted the roll call. The following persons were present: Directors Michael Nicholls, Paul Juilly, Charlotte Berry, Chief Steve Krausmann and District Manager, Phil Mohrhardt. Director Canelis joined the meeting at 5:06PM.

**III. Approval of Minutes**

Minutes for October were approved on motion from Director Juilly and seconded by Director Nicholls. Motion passed 5-0-0.

**IV. Approval of Financials**

Financials for October were approved on motion from Director Nicholls and seconded by Director Juilly. Motion passed 4-0-1. Abstention by Director Berry due to payable to Cazadero Supply

**V. Public Comment**

No members of the public present during comment period.

**VI. Presentation and Approval of Monthly Opex Invoices**

Manager Mohrhardt presented invoices for payment. President Schanz moved and Director Canelis seconded a motion to approve October operating expenses in the amount of \$9,547.98. Motion carried with 4-0-1 vote. Abstention by Director Berry as noted above under item IV.

**VII. Correspondence**

- LAFCO - Notification received concerning two vacancies for special board representation on LAFCO. Solicitation is open for prospective candidates.
- Pacific Gas and Electric Co – Fire Stations --Notification of ‘Special Use Customer’ received.
- Audit and Certification – To All Directors – copies of the financial audit for the past fiscal year along with Certification of said audit.
- County Clerk – *Certificate of Appointments In-Lieu of Election and Oath of Office* for Directors Berry, Juilly and Nicholls. (Oath of Office administered by President Schanz to each director extending terms four years commencing on December 4, 2015.

- California Highway Patrol – Requesting authorization of light bar and siren on Chief’s Vehicle – Manager Mohrhardt will respond to the request.

**VIII. Signage for the Park**

Director Berry reported sign preparation complete and is to be erected within the week.

**IX. Signage for Brush Truck**

Chief Krausmann reported obligatory county signage was affixed to brush-truck conforming to county requirements.

**X. Proposal for Regional Model Governance**

Steve reviewed meetings held by Zone 5 Chiefs consisting of Cazadero, Monte Rio, Camp Meeker, Occidental, RRFP, and Forestville. Mapping zones will henceforth known as regions. Reviewed several options including but limited to ~ County wide fire department, maintain status pro (enhanced model) and that there should be a change if moving forward with the \$9 million request. Volunteer departments were not ready for a vote. Chris Thomas will schedule a meeting with Volunteer Chiefs as Volunteer Departments demurred for a regional model. Each region will have a rep, the county will have a rep and one member elected at large and will recommend to board for all regions and plans on how to distribute funding to the appropriate buckets.

**XI. Chief’s Report**

Chief Krausmann requested extra help in order to initiate the Firehouse program data input. Director Nicholls moved and Director Juilly seconded a motion to authorize a ‘not to exceed \$2,500 expenditure’ for contracted extra help.

**1.1. Monthly Call Report**

Nature of Call	September	October
Fire	2	4
Hazardous Condition	1	1
Medical	7	5
Vegetation	4	0

**1.2. Maintenance -**

**1.2.1. Station #2:** (Minutes Completed by Manager Mohrhardt as Director Nicholls was excused to attend a meeting in Santa Rosa) Chief Krausmann reported the alarm on the septic system has been going off, tried to test the system by no water available, the well appears to have a very slow recovery due to the drought. Contacted BDK Septic Service to come out and check the system, they think the system is OK, but want to check it when cycling (40 seconds every 6 hours). We have been using Accredited Septic for monitoring the septic system but they were unresponsive when called about the alarm. Chief Krausmann is going to check with Mike Dahle to see if we have a contract with Accredited Septic and if not we will start using BDK Septic Service that can both monitor the system and make any repairs required.

**1.3. Station #1:** Chief Krausmann is going to start getting the electrical, lighting and sound dampening projects started.

**1.4. Equipment:** Chief Krausmann reported the FEMA grant for the air pack replacement has been denied. Requested permission to purchase 5 air packs at \$5,500. each to start the replacement process. Director Canelis motioned to approve the purchase of 5 new air packs, Director Berry seconded, all present in favor.

**1.5. Equipment Rental:** Chief Krausmann presented the board with Service Orders from CalFire for the rental of 5266 to cover state fire station during the Lake County Fires in the amount of \$34,560.

**1.6. Service Orders -** Presented for the CalFire use of equipment for the fire on the Seaview Ranch, Middle Ridge, as follows:

Engine 5260 Lease	\$	910.00
1 Company Officer & 1 Firefighter		824.70
Engine 5200 Lease		96.00
1 Chief Officer		507.07
Engine 5290 Lease		1,840.00
1 Company Officer & 1 Firefighter		855.77
1 Company Officer		332.22

NOTE: The Fireman's Association has already reimbursed the personnel per the above dollar amounts, when we receive the payment from CalFire we are to reimburse the Fireman's Association.

**1.7. Playground:** Director Berry reported the Sonoma County Fire Dept. chipper crew has come out and continued chipping in the new park area and around the original fire house to removed ladder fuels.

## **XII. Managers Report**

No notes on Managers Report Submitted

## **XIII. Executive Session**

The board adjourned to an Executive Session at 6:25PM. At 6:36PM the board closed the executive session and reported the annual Holiday Bonus would remain at \$250.00 per employee to be paid in December.

## **XIV. Adjournment**

Director Canelis moved and Director Juilly seconded a motion to adjourn the meeting at 6:37PM. The motion passed 4-0-0. December meeting will be held at Firehouse #2 on December 14, 2015 at 6PM.

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Eric Schanz – President

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Michael Nicholls - Secretary

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Homer Canelis – VP

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Charlotte Berry

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Paul Juilly