



Cazadero Community Services District
Regular Meeting Minutes

June 12, 2017

I. Call to Order and Roll Call

President Canelis called to order the regular meeting of the Cazadero Community Services District at 6:10PM on June 12, 2017 at Station #1, and conducted the roll call. The following were present: Directors' Charlotte Berry, Joe Mercieca, Homer Canelis and Michael Nicholls, Administrator Flowers, and Chief Krausmann.

II. Approval of Minutes

May minutes were corrected by clarification from Chief Krausmann and approved on motion by Director Mercieca and seconded by Director Canelis. Motion passed 4-0-0.

III. Approval of Financials

1.1. Financials for May were presented by Administrator Flowers. Expenses and income are tracking with income at 102% and expenses at 79%.

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

IV. Presentation and Approval of Monthly Opex Invoices

Admin. Flowers presented invoices for payment. Director Nicholls moved and Director Canelis seconded a motion to approve May operating expenses in the amount of \$39,218.74. Motion passed on a 4-0-0 vote. Extraordinary expenses of \$35,033.85 for lease payment #4 was noted relating to the purchase of #5266 and \$4,553.30 to Russian River Maintenance & Repair for seasonal park cleanup, maintenance and upgrades. Due to the unanticipated park charges, Russian River Maintenance & Repair will be limited to monthly charges not to exceed \$1,000, effective immediately upon receipt of notification.

V. Public Comment

Tony Goodwin, a new Cazadero resident attended the board meeting and introduced himself to directors and staff, expressing interest in local governmental issues.

VI. Correspondence

- 1.1. Sonoma County Advertising Grant FY 17/18.
- 1.2. Director Schanz resignation letter 5/17/17
- 1.3. Letter to Wm. Rousseau re Schanz resignation 5/17/17
- 1.4. Letter received from Sue Moeckel applying for board vacancy.

VII. Chief's Report

1.1. Call Report – May

Nature of Call	May
Medical Aid	5 (1- Ft Ross)
Burning Retaining Wall	1
Hazardous Condition	1
Fire Alarm Sounding	3

- 1.2. Chief Krausmann expressed concern regarding available manpower to respond to calls during weekday's. At best, we are able to muster only 1 or 2 firefighters for weekday calls. We are fortunate to have a reciprocal aid agreement with CalFire who respond to Cazadero calls during seasonal manning of the local CalFire station.
- 1.3. Chief Krausmann will schedule a meeting with Chief Genessi Ft. Ross VFD, to take inventory of their assets. Upon inquiry, Assistant County Fire Chief Williams advised Chief Krausmann, the CSA40 disbursement to Ft Ross VFD was "just shy of \$30,000.00".
- 1.4. Chief Krausmann will be unable to attend the County-wide Fire Agencies Meeting on July 1st. Former Director and Assistant Chief Schanz and Director Nicholls will attend the meeting.
- 1.5. Chief Krausmann was directed to contact Assistant County Fire Chief Williams to inspect camps, local businesses and Montgomery School.

VIII. Manager's Report

- 1.1. The VFIS Insurance renewal questionnaire was completed and returned to Geo Peterson Insurance.
- 1.2. No quarterly filings were due at this time.
- 1.3. Directors were introduced to the new chart of accounts and revised budget line items. Cazadero, Monte Rio, Guerneville and Forestville now share the same chart of accounts with minor modifications necessary for each agency.
- 1.4. Roof Replacement for Station #1 will be added to the FY 17/18 budget. Chief Krausmann will obtain quotation from Matlock Roofing for a placeholder.

IX. Pylmovent Exhaust System Purchase/So. Co. Grant

- 1.1. Upon motion by Director Mercieca and Second by Director Berry, President Canelis was authorized to sign Air Exchange, Inc. proposal, dated 5/20/17, in the amount of \$13,468.61 including, but not limited to, installation, equipment, and ductwork for system installation in Bay 2 of Station #1. \$10,000 in TOT Grant Award Funding will be provided by the county to partially cover expense.

X. Preliminary Budget

- 1.1. Development of FY 17/18 Preliminary Budget was completed and adopted upon motion by Director Mercieca and seconded by Director Nicholls. Motion carried 4-0-0.

XI. Russian River/Cazadero CSD Administrative Sharing

- 1.1. An agreement between Russian River Fire Protection District and Cazadero Community Services District, described as Resolution 16/17 -10 to provide financial support services to the Cazadero CSD at the rate of \$40.34 per hour was authorized for approval by Director Berry and seconded by Director Nicholls. The agreement will be re-evaluated in 6 months and annually thereafter.

XII. Park Septic System

- 1.1 President Canelis will check plans which may be on file at Bohan Canelis Engineering and arrange for septic tank pumping and a camera evaluation of the system this week. While the park restrooms are out of order a unisex, ADA compliant porta-potty will be ordered and installed.
- 1.2 The board expected Mike Dahle from Russian River Maintenance and Repair to be present to discuss the issue, however Mr. Dahle was not in attendance and the board agreed, in principal, to work with directly with vendors on solving the issue.

XIII. Maintenance

- 1.1 Propane tank mounting foundation at Station #1 will be refurbished
- 1.2 General station cleanup and maintenance will take place in preparation for the CVFD BBQ and Dance Fundraiser on July 22nd.
- 1.3 Phone boxes and signage will be ordered for Station #1 and Station #2.

XIV. New Business

- 1.1 No new business was reported by directors or Staff

XV. Adjournment

- 1.1 The meeting adjourned at 7:58PM on motion by Director Nicholls and seconded by Director Mercieca by a 4-0-0 vote. The July meeting is scheduled at Station #1 on July 10, 2017.

Homer Canelis – President

Michael Nicholls - Secretary

Joe Mercieca

Charlotte Berry
