

Cazadero Community Services District

Meeting Minutes

April 13, 2015

I. Call to Order

Acting Chair Nicholls called to order the regular monthly meeting of the Cazadero Community Services District at 6:04PM on April 13, 2015 at Fire Station #2.

II. Roll Call

Acting Chair Nicholls conducted the roll call. The following persons were present: Directors Charlotte Berry, Michael Nicholls, Paul Juilly, Chief Krausmann and District Manager, Phil Mohrhardt. President Schanz was delayed due to a Fire Call and arrived at 7:10PM. Absent – Director Canelis

III. Approval of Minutes

Corrected minutes for March were approved on motion from Director Juilly and seconded by Acting Chair Nicholls. Motion passed 3-0-0.

IV. Fire Services Agreement

Upon Motion by Director Berry, second by Director Juilly and carried on a 3-0-0 vote the agenda was modified to move Item 5 to Item 3 to allow for an early presentation of Sonoma County's Fire Services Proposal by Fire Marshall, Roberta MacIntyre. The County will offer the District the option of all or selected services based on approval of an agreement which includes ~

- *Inspection of Occupancies Requiring Operational Permit and the Issuance of Operational Permits Including the Collection of Fees and Charges* – no charge to the district for this service.
- *Consultation with the District Regarding General Fire Prevention Matters* – No charge to the district for up to 2 hours of consultation time per month.
- *Fire Protection Training* – Up to 8 hours of fire prevention training provided annually to district members at no charge.
- *Fire Investigation Assistance* – will offer services of trained fire investigators to the district 24/7 on as needed or contractual basis.
- *Mandated Inspections* – Conduct mandated inspections as set forth on Health and Safety Code Section 13146.

Due to the absence of two board members during the presentation the Acting Chair Nicholls advised County Chief Terrell and Fire Marshall MacIntyre the board would act on the proposal during the May 11, 2015 meeting and notify them of the board's decision regarding acceptance of the agreement, in whole or in part, following the meeting.

V. Presentation and Approval of Monthly Opex Invoices

Manager Mohrhardt presented invoices for payment. Director Jullily moved and Acting Chair Nicholls seconded the motion to approve operating expenses for the month of February in the amount of \$7,029.20. Vote was 3-0-0. Manager Mohrhardt was directed to further analyze the PGE/SCP billing for the first quarter of 2015 due to usage spikes.

VI. Open to the Public

No members of the public were in attendance.

VII. Correspondence

- **California State Special Districts Association** – Notification of Annual Meeting in Newport Beach CA, July 2015.
- **Sonoma County Fire Prevention Presentation Packet** – Board Members received a presentation packet for study and review.
- **Sonoma County Fire Districts Association** – Notification of Meeting April 30, 2015 in Cloverdale. Director Nicholls plans to attend.
- **LAFCO** – Request for President of District Board to respond to “Changes in the LAFCO Law for Special Districts”.
- **LAFCO** – Annual Budget Presentation – noted a \$1,700 increase vs. 2014
- **FASIS** – Membership Ballot for Board of Directors – Not applicable as our District Membership commences after July 1, 2015.
- **FASIS** – Illness Prevention Guidelines

VIII. Resolution

- #14/15 – 004 “Ordering an Election to be Held and Requesting Consolidation with the November 3, 2015 General Election. Resolution was introduced by Acting Chair Nicholls who moved its adoption, seconded by Director Schanz and then adopted on roll call by the following vote ~ Schanz, aye; Canelis – absent; Nicholls – aye; Berry – aye, Jullily – aye. Acting Chair Nicholls declared the resolution adopted and so ordered.

IX. Signage for the Park

- Director Berry requested to postpone the report 30 days.

X. Hall Rental Agreement

- Manager Mohrhardt presented Directors with a final draft for the Fire Hall Rental Agreement. Directors reviewed the agreement in detail and requested language modification to include physical location of the facility. A motion to approve the hall rental agreement as revised was made by Director Berry and seconded by Director Jullily. The motion was passed on a 4-0-0 vote.

XI. Chief's Report

- February Call Report – Hazardous Conditions (storm related) 5, Medical Aid – 3, Control Burn - 1.
- March Call Report – Medical Aid – 8 (major vehicle accident), Control Burn – 1. Director Berry commended staff for medical aid offered the vehicle accident victim, which avoided potential traumatic injury.
- Reviewed significance of the County Fire Services Agreement and the necessity for District Compliance to State and County Ordinances.
- Announced FEMA Grants are under review and our proposal for SCVA is still under consideration.
- Discussed need for signage advertising for Volunteer Firefighters. Upon motion by Director Schanz and a second by Director Juilly a motion to authorize up to \$150 for sign preparation passed on a 4-0-0 vote. Chief was directed to work with Sign Company to develop appropriate language, print two signs and erect them at key roadway intersections.
- Reported the annual Cal Fire mutual aid agreement had been signed including discussion for potential rental of district equipment on 'dry' (unmanned) basis.
- Discussed and postponed decision on selling surplus Type III equipment. Due to drought conditions it was felt best to retain surplus truck and reconsider potential sale in October or November.

XII. FY 2015 -2016 Budget

- District Manager Mohrhardt requested input from directors necessary for budget development and preparation. Quotations will be solicited for a new roof at Station #1, flooring replacement in Kitchen and Meeting area at Station #1, Conversion to LED lighting at Station #1, Doors and Exhaust System at Station #1, Conversion of PGE transmission from overhead to underground in proposed park area. Deadline for quote submission to Manager Mohrhardt is May 1, 2015

XIII. Managers Report

- No formal report was necessary as manager's activities were reported during the course of the meeting.

XIV. Maintenance

- Truck 5282 – servicing for warrantee (crack in weld) and non-warrantee work (siren repair). Authorization to accept bid from Steve Adams upon recommendation by Regional Parks to resurface tennis courts was granted upon motion by Director Berry and second by Director Schanz on a 4-0-0 vote.

XV. New Business

- Chief Krausmann announced the Cazadero Community Club had re-organized with Marylou Porta as President, Kim Gluch as VP, Susan Moll as Secretary and Maureen Berry as Treasurer. The reorganized club will plan, organize and host the bi-annual Community BBQ in September.

XVI. Adjournment –Director Juilly moved and Director Berry seconded a motion to adjourn the meeting at 8:02PM. The motion passed 4-0-0. May meeting will be held at Firehouse #2 on May 11, 2015 at 6PM.

Eric Schanz – President

Michael C Nicholls -
Secretary

Homer Canelis – VP

Charlotte Berry

Paul Juilly

Attachments – Executed Resolution 14/15 – 004, Fire Services Proposal and Agreement, Approved Community Services District Facility Use Agreement.

(Note: Phil, please scan attachments and attach to electronic file. Thanks!)