

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

May 11, 2015

**I. Call to Order**

Vice President Canelis called to order the regular monthly meeting of the Cazadero Community Services District at 6:07PM on May 11, 2015 at Fire Station #1.

**II. Roll Call**

Chair Canelis 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 had requested an excused absence.

**III. Approval of Minutes**

Corrected minutes for April were approved on motion from Director Juilly and seconded by Director Berry. Motion passed 4-0-0.

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

Manager Mohrhardt presented invoices for payment. Director Juilly moved and Director Nicholls seconded the motion to approve operating expenses for the month of April in the amount of \$9,438.54. Extraordinary expenses during the month included two pagers and the quarterly Redcom remittance. Vote was 2-0-2. Chief Krausmann reported on behalf of Manager Mohrhardt, an electrical heater upstairs in Station #2 created the PGE/SCP usage spikes reported in last month's minutes.

**V. Open to the Public**

Vera Bohan commented on the proposed flooring overlay for Station #1 meeting room, kitchen and restrooms and provided input on the color selection. Ms. Bohan also commented on the fact she had discussed the matter of noise remediation in the meeting room "years ago" and supported the board's discussion on acoustical tile installation. It was suggested the tile and lighting be investigated, specified and installed prior to installing the flooring.

**VI. Correspondence**

- VFIF (Volunteer Fire Insurance) insurance upgrades at time of renewal includes the coverage of Firefighter's and Board Member's personal vehicles when on calls or CSD business.
- FASIS Newsletter – Board of Directors Election information and welcome extended to Cazadero CSD effective July 1, 2015.

## **VII. Fire Services Agreement**

Chief Krausmann stated a revised agreement had not been received from County Fire Marshall McIntyre. Per the Chair, a decision to accept the Fire Services Agreement will be postponed until June when revised documents will be available for review and approval.

## **VIII. CCSD Website**

Director Berry voiced concern regarding content, the ability to upload information and potential for overwhelming e-mail responses that may not be responded to in a timely basis. Director Nicholls, as Secretary of the CSD would assume responsibility for updating webpages with Manager Mohrhardt trained as a backup webmaster. Chair Canelis suggested 'tabs' be modified to include a clear mission statement and purpose of the CSD on the Home page. Manager Mohrhardt will review records to attempt to locate a mission statement or purpose that can be reviewed, updated if necessary and utilized for posting. Existing markup language regarding the history of Cazadero would be removed from the proposed website. Director Nicholls, by voice acclamation, was provided direction to proceed with the project and submit a final draft to the board for approval prior to uploading to the web.

## **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 developed a list of local non-profit 501c3's qualified for a rental waiver. A motion to approve the hall rental agreement as revised was made by Director Berry and seconded by Director Juilly. The motion was passed on a 4-0-0 vote.

## **XI. Chief's Report**

April Call Report – Fire 1, Medical Aid – 5, Vehicle Accident - 1.

Siren – Siren will automatically test at noon daily. Three sequences of the siren will sound for fire calls. Abbreviated Siren will sound for drill sessions.

Reviewed significance of the County Fire Services Agreement and the necessity for District Compliance to State and County Ordinances minimizing liability issues.

Announced FEMA Grants are under review and our proposal for high-pressure SCVA's is still under consideration. Reviewed the requirement to replace ½ of our low-pressure bottle inventory if the FEMA grant is not awarded and the vendor's comments on 'trade-in opportunities' if a grant is awarded in a year or two with high-pressure units.

Chief is continuing to work with Sign Company to develop appropriate language for Volunteer Firefighter solicitation.

**XII. FY 2015 -2016 Budget**

District Manager Mohrhardt reviewed the preliminary budget. Quotations were received for flooring replacement in Kitchen, Restroom and Meeting area at Station #1, Doors and Exhaust System at Station #1. Quotes are pending on conversion to LED lighting at Station #1 (Meeting Room, Kitchen and Equipment Bay). The preliminary budget exceeds projected income by \$48,500. Modification of the exhaust system and potential grant awards will narrow the gap significantly. Directors were asked to bring suggestions for reductions to the June meeting in order to finalize the budget at that time.

**XIII. Managers Report**

Mike Dahl reported foreign material uncovered when clearing easterly side of park area, including boulders, bedsprings, etc. Replacement of cutter blades on mowers will be necessary – cost estimate \$400.

**XIV. Maintenance**

Truck 5290 – an insurance claim arose as a result of damage sustained during a file call. Damage to a ladder and mounting brackets is covered by our insurance with a \$1,000 deductible payment. Volunteer firefighters were cautioned to ‘cut’ their way into fire areas to provide adequate clearance for our newer larger vehicles by the Chief. Resurfacing tennis courts will take place over the next month.

**XV. New Business**

No new business reported

**XVI. Adjournment**

Director Juilly moved and Director Berry seconded a motion to adjourn the meeting at 8:05PM. The motion passed 4-0-0. June meeting will be held at Firehouse #1 on June 9, 2015 at 6PM.

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Eric Schanz – President

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Michael C Nicholls -  
Secretary

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Homer Canelis – VP

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Charlotte Berry

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Paul Juilly