



*Cazadero Community Services District  
Meeting Minutes – June 14, 2021*

**The Cazadero Community Services District meeting was conducted pursuant to the provisions of the Governor’s Executive Order N-29-20 which suspends certain requirements of the Ralph M. Brown Act due to the COVID-19 virus. CSD Board Members and staff participated in the meeting by zoom teleconference. Members of the public were provided a zoom and telephone call-in number to view or listen to the meeting and the opportunity to provide public comment verbally or in written format.**

**1. Call to Order and Roll Call**

The regular meeting of the Cazadero CSD Board was called to order at 6:02PM on June 14, 2021. Director P. Barry led the Pledge of Allegiance. The following Directors were present: P. Barry, M. Berry, H. Canelis, D. DeBeaune, M. Nicholls. Chief Krausmann, AA Kulczewski, and three members of the public were also present.

**2. Public Comment**

None.

**3. Agenda Adjustments**

Action Item 6: Vaccination Clinic in Cazadero was moved to before Director Reports.  
Removal of Consent Item – Approval of Financials-Month of April 2021

**4. Director Reports**

Director P. Barry reported that Camp Meeker and Occidental are having an evacuation drill this Saturday and he will attend; he had Fire Safe Sonoma do an inspection (by appointment) on his property, was very enlightening, takes about an hour and is paid for by a grant; attended a GMRS drill at the firehouse; July 3<sup>rd</sup> celebrations for Guerneville’s 150<sup>th</sup> anniversary and anniversary of the Bank Club.

Director Nicholls reported he was involved in the GMRS drill and learned a lot; there will be additional fire watch cameras, one will go in Cazadero at Wildwood; Supervisor Hopkins wants a report on the Cazadero GMRS at the Disaster Town Hall on June 29th.

**5. Staff Reports**

AA Kulczewski requested that all credit card receipts be turned in weekly. Also reported that restroom lights are being left on. Director Nicholls suggested getting motion sensor light switches for the restrooms so lights aren’t left on

Chief Krausmann reported they will have an in-service training when they get the new water tender and that a firefighter training schedule has been set up for the next 1 ½ months.

Director P. Barry asked why siren hasn’t been going off for calls, Chief Krausmann will look into it.

The Call Report for May:

Nature of Call	Number of Calls
Medical Aid	11
Smoke Investigation	1
Structure Fire	2
Fire Investigation	1
Vegetation Fire	1

In the Facilities report that was included in the Board Packet was a request for new handles in the kitchen. Chief Krausmann said he has new handles and the stipend people will install them.

**6. Consent Calendar Items**

On a motion by Director Nicholls, Seconded by Director Canelis, the Board moved to approve the May meeting minutes. VOTE: 5-0-0 by roll call:

Director	Vote
P. Barry	Aye
M. Berry	Aye
H. Canelis	Aye
D. DeBeaune	Aye
M. Nicholls	Aye

**7. Action Items**

- a. **Auxiliary Water Supply System Upgrade** – Director P. Barry will have legal counsel draft a lease agreement for tank easement. Director Nicholls expressed concern about no written quotes on costs and the need for a professional grant writer to assist the District with acquiring grants. After Board discussion, on a motion by Director Canelis, Seconded by Director M. Berry, the Board moved to move forward and allocate and disperse monies for the auxiliary water system upgrade, not to exceed \$50,000. VOTE: 5-0-0 by roll call:

Director	Vote
P. Barry	Aye
M. Berry	Aye
H. Canelis	Aye
D. DeBeaune	Aye
M. Nicholls	Aye

- b. **CCSD Bylaws** – Item was tabled to July meeting.
- c. **Proposed Revision of Chart of Accounts** – Director M. Berry reported that in the June 2014 minutes the Board decided to set aside \$10,000 per year for park development, suggested a new savings account be set up at Community First Credit Union for it with six years’ worth of allocations deposited into it. Director Nicholls requested funds received for last five years for apparatus on strike teams be recouped and set aside, along with 3% of gross revenues for last three years. The Board requested that AA Kulczewski research to determine the totals of those amounts. Discussion on revision of chart of accounts to be continued at July meeting. After Board discussion, on a motion by Director M. Berry, Seconded by Director DeBeaune, the Board moved to set up a Park Development account at Community First Credit Union and transfer \$60,000 into it. VOTE: 5-0-0 by roll call:

Director	Vote
P. Barry	Aye
M. Berry	Aye
H. Canelis	Aye
D. DeBeaune	Aye
M. Nicholls	Aye

- d. **Reopening of Old Cazadero Road** – After Board discussion a motion was made to draft a letter of support for the re-opening of Old Cazadero Road for emergency use only. VOTE: 5-0-0 by roll call:

Director	Vote
P. Barry	Aye
M. Berry	Aye
H. Canelis	Aye
D. DeBeaune	Aye
M. Nicholls	Aye

- e. **Vegetation Management Program** – Director P. Barry reported he is working on the program with the support of the fire department, funding available through Fire Safe Sonoma. He is also putting in for a grant to fund a chipper. Item was tabled to July meeting.
- f. **Vaccination Clinic in Cazadero** – Rain Moore, MD, from the Russian River Health Center gave a recap on covid vaccinations and proposed having a “pop-up” vaccination clinic at the firehall on June 23 and July 14. AA Kulczewski will send her a facilities use agreement.
- g. **Re-Evaluate Honey Bucket Contract for Hand Wash Station** – The Board determined there was no further need for a wash station. Director P. Barry will call and cancel the contract.
- h. **Board Meetings** – Director Nicholls reported that Governor Newsom will continue the exemption to meet via Zoom until September, the Brown Act doesn’t allow for hybrid meetings unless you post your location and allow the public to join you, and you can only meet in person if socially distancing. Item was tabled to July meeting.

**8. Discussion Items**

- a. **None.**

**9. Committee Reports**

- a. **Consolidation 2020 Ad Hoc** – Director P. Barry gave a short update, reported that LAFCO is not doing anything for the next few months due to staffing shortage.
- b. **Park 2020 Ad Hoc** – Director Canelis reported that the electrical panel is all set up and waiting for PG&E to inspect and hook it up; they are ready to pour concrete for the slab to set the Depot on.

**10. Correspondence**

Correspondence referenced in the Board packet were reviewed.

**11. Financial Reports**

- a. A special meeting was scheduled for June 16 for approval of the FE2021-2022 proposed budget. Bills totaling \$25,053.37 were presented for payment, a motion was made by Director Nicholls, Seconded by Director DeBeaune, to approve and pay the bills. VOTE: 5-0-0 by roll call:

Director	Vote
P. Barry	Aye
M. Berry	Aye
H. Canelis	Aye
D. DeBeaune	Aye
M. Nicholls	Aye

**12. Adjournment**

On a motion by Director DeBeaune, Seconded by Director Nicholls, the Board moved to adjourn the meeting at 8:37 PM. VOTE: 5-0-0 by roll call:

Director	Vote
P. Barry	Aye
M. Berry	Aye
H. Canelis	Aye
D. DeBeaune	Aye
M. Nicholls	Aye

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Paul Barry

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Maureen Barry

\_\_\_\_\_  
Homer Canelis

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Daina DeBeaune

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Michael Nicholls

Date: \_\_\_\_\_