



*Cazadero Community Services District  
Meeting Minutes –July 13, 2020*

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 teleconference. Members of the public were provided a teleconference call-in number to listen to the meeting and the opportunity to give public comment in writing.

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

The regular meeting of the Cazadero CSD Board was called to order at 6:04PM on July 13, 2020. Director P. Barry led the Pledge of Allegiance. The following Directors were present: Nicholls, P. Barry, Canelis, M. Berry, Olson. Chief Krausmann, AA Kulczewski, and 3 members of the public were also present.

**2. Public Comment**

Mark De Souza commented on the deteriorating wall at the park on Austin Creek Road and requested it be an agenda item at the August Board meeting. The Board explained road conditions were not under the scope of authority of the CSD, however did contact County TPW for action on the issue and copied Mr. De Souza on the correspondence. Tony Goodwin read a letter commenting on personnel issues encountered while a member of the CVFD.

**3. Agenda Adjustments**

Discussion Item 6 – Check Fraud added by Director Nicholls.  
Action Item 10 – Formation of Ad Hoc for Budget Prep added by Director Nicholls.

**4. Director Reports**

None

**5. Fire Chief’s Report/Staff Report**

Chief Krausmann reported that the Department has a new volunteer, possibly two, and they will be scheduling a driver operator class; business and camp inspections are just about all done; the new tender build should start the second week of September, with delivery possibly by the middle to end of November; due to COVID he and Assistant Chief Schanz need to make some plans before resuming trainings at the firehouse.

Call Report for June:

Nature of Call	Number of Calls
Medical Aid	6
Structure Fire	1
Fire Investigation	1

**6. Consent Calendar Items**

On a motion by Director P. Barry, Seconded by Director Olson, the Board moved to approve the Consent Calendar Items. VOTE: 5-0-0 by roll call:

Director	Vote
Nicholls	Aye
P. Barry	Aye
Canelis	Aye
M. Berry	Aye
Olson	Aye

**7. Action Items**

- a. **Station #1 Generator Replacement** – Director Nicholls reported that by July 22 the Board should have word on if the District will get the grant. The Board discussed having the current generator repaired to get through the winter as a Plan B. Item moved to August meeting.
- b. **Park - Potential Opening** – Due to today’s action by the Governor of the State of California the Board will not be considering reopening the park at this time. Item moved to August meeting.
- c. **Park - Electrical Improvement/Engineering Proposal** – After Board discussion, on a motion by Director Canelis, Seconded by Director P. Barry, the Board moved to approve an increase in the not-to-exceed limit for expenditures from \$5000 to \$6000 due to having Summit also procure the permit. VOTE: 5-0-0 by roll call:

Director	Vote
Nicholls	Aye
P. Barry	Aye
Canelis	Aye
M. Berry	Aye
Olson	Aye

- d. **Park Vegetation Management** – Director M. Berry presented a request by Rochana Felde that the District remove fire hazard vegetation on District property on Austin Creek Road. After Board discussion, Director Olson will gather volunteers to do the clearing, Chief Krausmann will schedule a workday, and Director P. Barry will take lead on this project.
- e. **Levi’s Grand Fondo – May 29, 2021** – After Board discussion, the Board agreed that having the Grand Fondo on a holiday weekend was unacceptable. Director Nicholls will draft a letter to Permit and Resource Management Department as well as Supervisor Hopkins recommending an alternate date for the event.
- f. **Pole Mountain** – The Board discussed the importance and benefit of the Lookout to our community and the need to analyze the budget to decide on a donation. Chief Krausmann agreed that the Lookout was vital and that the Association would also be discussing a donation.
- g. **Amador Contract with CalFire** – Following discussion and an assurance from the Chief staff will be able to respond to calls, the Board decided to not request funding for an Amador contract for FY 2020-21.
- h. **Polling Place for November 3 Election** – After Board discussion, the Board requested AA Kulczewski gather more information from the County Registrar of Voters office.
- i. **Ad Hoc for Budget Prep** – The Board created a Budget Prep Ad Hoc committee.

**8. Discussion Items**

- a. **Business and Camp Inspections** – Chief Krausmann updated in his Chief’s Report.
- b. **Employment Agreements for Salaried Employees** – Per legal counsel, the Board will not create employment agreements.

- c. **Security for Fire Stations** – Following Board discussion, an action item for perimeter lighting at the fire stations will be added to the August Board meeting agenda.
- d. **Legal Counsel** – Current legal counsel Bill Adams requested to be placed on the August agenda to make a presentation.
- e. **Grant Opportunities** – Director Nicholls recapped upcoming grant opportunities. Chief Krausmann reported he is still waiting to hear about the grant for radios for the Fire Department.
- f. **Check Fraud** – Director Nicholls reported on a fraudulent check drawn on the District’s WestAmerica account and recommended closing the account. The Board decided to move monies from the WestAmerica account to the new checking account, and to close the WestAmerica account after resolution of the fraudulent check.

**9. Committee Reports**

- a. **Consolidation 2020 Ad Hoc** – Director P. Barry reported that he met on June 30 in Monte Rio; gave a recap on activities/concerns of surrounding departments; he is working on a Joint Powers of Agreement document, committee will need funding to have someone create formal document; committee will have a follow-up meeting later in July.
- b. **Park 2020 Ad Hoc** – Some grading has been done and some concrete blocks have been placed for a retaining wall. It was suggested the site needs to be named, the Board will revisit naming at the August meeting.  
Work (grading, electrical, etc.) will be done at top of property for a future dormitory structure (a modular building is being offered as a donation).

**10. Correspondence**

Correspondence referenced in the Board packet were reviewed.

**11. Financial Reports**

Bills totaling \$59,067.13 were presented for payment.

**12. Adjournment**

Director Canelis and Director M. Berry were experiencing technical difficulties and left the meeting at approximately 8:45 PM. On a motion by Director Olson, Seconded by Director P. Barry, the Board moved to adjourn the meeting at 9:17 PM. VOTE: 3/0/0 by roll call:

Director	Vote
Nicholls	Aye
P. Barry	Aye
Olson	Aye

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Michael Nicholls

\_\_\_\_\_  
Maureen Barry

\_\_\_\_\_  
Paul Barry

\_\_\_\_\_  
Cory Olson

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

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