



Cazadero Community Services District Meeting Minutes –April 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 6:03PM on April 13, 2020. Director P. Barry led the Pledge of Allegiance. The following Directors were present: Nicholls, P. Barry, Canelis, M. Berry. Chief Krausmann and AA Kulczewski were also present.

2. Public Comment

None

3. Agenda Adjustments

Action Item 3 - Deleted as was done last month.
Action Item 6 – ID Cards added by Director Nicholls.

4. Director Reports

Director P. Barry reported there had been a Nixle alert that face masks are now required in public. Director M. Berry reported that legal counsel is looking into park ownership. Director Nicholls reported on COVID-19 information from Supervisor Hopkins including active cases in west county. Director Nicholls also reported there is no ambulance service in Occidental and the August MAC meeting will be hosted in Cazadero.

5. Fire Chief’s Report/Staff Report

6. AA Kulczewski reported on email account problems, will contact Comcast to resolve. Also asked about access to statements for new bank accounts, the Board will send a letter to Community First Credit Union requesting online access.

Chief Krausmann reported on truck and station maintenance, grant applications, and COVID-19 precautions during calls.

Call Report for March:

Nature of Call	Number of Calls
Medical Aid	3
Structure Fire	1
Vehicle Accident	1
Vehicle Fire	1

7. Consent Calendar Items

On a motion by Director P. Barry, Seconded by Director M. Berry, the Board moved to approve the minutes of the March 9, 2020, meeting and the financials for the month of March 2020. VOTE 4/0/0

8. Correspondence

Correspondence referenced in the Board packet were reviewed.

9. Action Items

- a. **Station #1 Generator Replacement & Maintenance** – The Board discussed possible Flood Mitigation Grant funding for generator replacement, need of new pad for existing propane tank, and need of a larger propane tank.
- b. **TIF Grant Program** – Fire Chief suggested new EMS coats.
- c. **2020-2021 FY Budget** – AA Kulczewski to work with former AA Flowers and Chief Krausmann on preliminary budget, to be completed by 5/31/2020.
- d. **New Water Tender Update** – Chief Krausmann reported the chassis is 1-2 months ahead of schedule and the District should receive an invoice in May for it.
- e. **ID Cards** – It was reported that Graton Fire Department has an ID machine the District can use. Chief Krausmann will contact Chief Bullard regarding use of this machine for District and Fire personnel ID cards. In the interim, the Board will issue letters of identification.

9. Discussion Items

- a. **Business and Camp Inspections** – The Board discussed reports of inspections completed and the need to keep current on inspections. Chief Krausmann reported that Chief Williams is working to get inspections going again.
- b. **Cazadero Firefighters Association** – Chief Krausmann reported that due to current situation there have been no Association meetings, and that the dance may need to be postponed or canceled for this year.
- c. **Employment Agreements for Salaried Employees** – Director M. Berry asked for clarification of “salaried employees” and has found an employment agreement form to adapt for District use.
- d. **Security for Fire Stations** – Tabled to May meeting.
- e. **Air Quality Monitor** – Chief Krausmann reported installation should be completed next week.

10. Committee Reports

- a. **Consolidation Ad Hoc** – Director P. Barry reported this has been delayed due to COVID-19 and the Shelter in Place order. He is working on a PowerPoint presentation to present to Supervisor Hopkins before the end of April.
- b. **Park Ad Hoc** – Director P. Barry reported the committee discussed the logistics of moving the Depot structure. The District needs to make a payment for the Depot and he will get an invoice/bill of sale. Director Canelis reported he is waiting on two more bids for the electrical upgrades but they may be delayed due to the Shelter in Place order.
- c. **Board Policy Handbook Ad Hoc** – Director P. Barry reported he is waiting for more documentation and access to Lexipol.

11. Financial Reports

Bills totaling \$20,972.70 were presented for payment. On a motion by Director M. Berry, Seconded by Director Canelis, the Board moved to accept and pay the presented bills. VOTE 4/0/0

12. Adjournment

On a motion by Director M. Berry, Seconded by Director P. Barry, the Board moved to adjourn the meeting at 7:29 PM. VOTE 4/0/0

Michael Nicholls

Maureen Barry

Paul Barry

Cory Olson

Homer Canelis

Date: 5-13-20