

# AMADOR LAFCO



## LOCAL AGENCY FORMATION COMMISSION

810 COURT STREET ♦ JACKSON, CA 95642 ♦ (209) 223-6380

### MINUTES

February 18, 2021

**APPROVED**

This meeting was available via video conference and was digitally recorded.

**1. Call to Order, Pledge of Allegiance & Roll Call**

The February 18, 2021, meeting of the Amador Local Agency Formation Commission (LAFCO), held via video conference, was called to order by Chairman Crew at 6:01 p.m.

**2. Roll Call**

Members Present:

Pat Crew, Chairman  
Jim Vinciguerra, Vice Chairman  
Brian Oneto, County Member (arrived at 6:40 p.m.)  
Dominic Atlan, City Member  
Bob Stimpson, City Member  
Russel Robinson, City Member Alternate

Staff Present:

Roseanne Chamberlain, Executive Officer  
Nancy Mees, Clerk to the Commission

**3. Approval of Agenda for February 18, 2021**

**Motion:** It was moved by Commissioner Atlan, seconded by Commissioner Vinciguerra, and carried unanimously to approve the agenda as submitted. (4 yes, 0 no, 1 absent)

**4. Approval of the Minutes of November 19, 2020**

**Motion:** It was moved by Commissioner Vinciguerra, seconded by Commissioner Atlan, and carried unanimously to approve the Minutes for November 19, 2020, as submitted. (4 yes, 0 no, 1 absent)

**5. Approval of Claims to February 18, 2021**

**Motion:** It was moved by Commissioner Vinciguerra, seconded by Commissioner Stimpson, and carried unanimously to approve the Approval of Claims – Meeting Final, as submitted. (4 yes, 0 no, 1 absent)

**6. Public Forum – Public Comment**

There was no public comment.

7. **Resolutions of Appreciation, Outgoing Commissioners: Jon Collburn & David Groth (Resolutions #2021-01 & #2021-02.**

Commissioner Vinciguerra stated that it would be more proper to present the resolutions to the outgoing Commissioners at the next in-person LAFCO meeting rather than mailing the resolutions to them. Chair Crew agreed, stating that prior to the meeting he had also requested the formal presentation of the resolutions be held at an in-person meeting.

**Motion:** It was moved by Commissioner Vinciguerra, seconded by Commissioner Stimpson, and carried unanimously to approve Resolutions #2021-01 and #2021-02, as presented, with direction to invite the outgoing Commissioners to the next in-person meeting to formally present the resolutions. (4 yes, 0 no, 1 absent)

8. **Cross Annexation to Drytown County Water District; LAFCO Project #332, Resolution #2021-03.**

*Concurrent minor sphere amendment and annexation of APN 008-140-042 and 008-042-039 totaling 60+/- acres for water service for one single-family residence on each parcel. CEQA: Exempt Section 15319(b) consisting of annexation of two lots entitled for construction. The project is exempt from the requirements for notice and public hearing.*

Executive Officer Chamberlain stated that Exhibit B, the formal technical map, will be completed at a later date, and pointed out that there had been a typo in one of the parcel numbers on the agenda, and that it should be #008-140-042, not -02.

Ms. Chamberlain explained that one parcel is owned by Richard and Wendi Cross, and the other by William and Angelica Cross, with the planned construction of two residences and a barn consistent with zoning and land use, and the owners wish to annex to Drytown County Water District (DCWD) for water service. DCWD has approved the annexation. A previous annexation to DCWD (the Cruz-Robbins annexation) allowed the construction of a water line, which will also be used for this annexation. Since there is 100% owner approval for this annexation, it is exempt from the requirement of holding a Conducting Authority Proceeding. There will also be a minor sphere amendment related to the annexation.

Richard Cross, who was in attendance, reported that they had just discovered an existing water connection on the property and wanted to know if they could use that without having to annex. Ms. Chamberlain responded that DCWD is not legally allowed to sell water outside its boundaries, so the annexation would still be required. She added that often historic connections are in place that were illegally run outside of a district's boundaries, and although the annexation still had to occur, they might be able to use that connection if approved by DCWD, which could save them some money.

**Motion:** It was moved by Commissioner Atlan, seconded by Commissioner Stimpson, and carried unanimously to approve Resolution #2021-03, approving the cross annexation to Drytown County Water District. (4 yes, 0 no, 1 absent)

Ms. Chamberlain then added that there are still some additional steps to be completed on the final map and that she will work with the Crosses on it. Wendi Cross, who was in attendance, stated that the first draft of the map had just been completed, and Ms. Chamberlain told the Crosses to send it to the county surveyor for review.

9. Final Municipal Service Review for Sutter Creek Fire Protection District; LAFCO Project #322, Resolution #2021-04 (continued from January 9, 2020).

Executive Officer Chamberlain explained that this MSR has taken longer to complete than expected due to the Grand Jury having had to delay their final report due to Covid restrictions. Some of the Grand Jury findings have been incorporated into the MSR, but none of them changed the MSR significantly from the draft version of last year. Ms. Chamberlain added that, in the last determination listed in both the MSR and the Resolution, it should say AFPA, not AFPD. She also added that comments from Cal Fire and AFPD had been incorporated into the current version of the MSR.

Sutter Creek Fire Protection District (SCFPD) Fire Chief Dominic Marino, who was in attendance, thanked Ms. Chamberlain for her work on the MSR, then proceeded with several comments. In the Finding related to a capital improvement plan and replacement of vehicles, he stated that the policy of SCFPD is to constantly be on the lookout for reasonably priced used equipment, and to upgrade their vehicles when something appropriate is found. They pay cash, thus avoiding debt. Ms. Chamberlain stated she would add a sentence to the finding reflecting his comment, and then send it to Chief Marino to review.

In the Finding regarding consolidations, Chief Marino commented that, in his experience, attempted consolidations have never worked. In the next finding on page 15, he stated that the name "Station #141" is still used as each fire district has a Station #1, and therefore, calling it Station #1 might be confusing. In the next Finding, he requested that the words "opted out of that system" be removed.

Turning to the body of the MSR, Chief Marino reported that the Governing Body table was correct in stating that there is a vacancy on the board due to a death, and that the District is in the process of finding a replacement. In the section on staffing, he commented that during the Covid restrictions, the District has actually had an increase in volunteer firefighters, and that, with respect to its financial status, the District has been able to remain in the black through two economic crashes as well as the Covid downturn. Under Dispatch and Communications, he requested that the paragraph regarding alternative dispatch options be removed.

Cindy Grand Bois, a member of the public in attendance, asked about the statement in the Governing Body table that board members are elected at large, because it appears to her that the District is interviewing for a new board member. Chief Marino responded that the Board of Supervisors appoints board members. Ms. Chamberlain clarified by explaining that board members for Special Districts are elected, but when there is a vacancy on the board, the board can suggest a replacement, and if the position is not being contested, the Board of Supervisors can appoint that person for the remainder of the term. If, however, there is more than one applicant, there must be an election at large.

Ms. Bois then asked, since the MSR states that ethics training would be completed in 2020, had that occurred, and, if so, should that paragraph be removed. Chief Marino replied that both sexual harassment and ethics training, which has more than one part, is still underway.

There was a brief discussion of the question of SCFPD's need to provide service outside its boundaries both now and in the future.

**Motion:** It was moved by Commissioner Vinciguerra, seconded by Commissioner Oneto, and carried unanimously to approve Resolution #2021-04, adopting the Sutter Creek Fire Protection

District MSR with the edits discussed. (5 yes, 0 no, 0 absent)

**10. Mid-Year Budget Report (2020-2021) and Discussion of Workplan Progress.**

Executive Officer Chamberlain stated that Clerk Mees had prepared the report, and that staff is aggressively pursuing cost savings this fiscal year in an effort to increase the remaining fund balance at the end of the year which will carry over to next year. Commissioner Oneto commented that it appears LAFCO is well under budget, and Chair Crew added that staff should keep up the good work.

**11. Schedule of Meetings For 2021.**

Executive Officer Chamberlain recommended that LAFCO continue with the time and day of meetings as in past years unless it becomes a problem for Alternate City Member Robinson, who attends Amador City Council meetings on the third Thursday at 7:00 p.m. She added that the April and May meetings will be mandatory in order to meet our legislated budget deadline dates. The consensus of the Commission was to continue the meetings as scheduled in the packet.

**12. Selection of Commission Officers for 2021, Chairman and Vice-Chairman.**

**Motion:** It was moved by Commissioner Atlan, seconded by Commissioner Oneto, and carried unanimously to elect Chairman Crew to another term as Chairman and Vice-Chairman Vinciguerra to another term as Vice-Chairman. (5 yes, 0 no, 0 absent)

**13. Signature Authority.**

By consensus, the Commission re-affirmed Commissioner Oneto as the third backup signature authority.

**14. Other Business, Reports**

- a. Correspondence – none.
- b. Commissioner Announcements – Chairman Crew welcomed the two new Commissioners.
- c. Executive Officers Report – Executive Officer Chamberlain reported that she has been very busy. (1) She attended the Amador Water Agency’s Master Plan meetings and met with the new GM. Their board has reached a consensus regarding their sphere of influence. (2) She also attended the Fire Chiefs’ meeting in January. (3) In addition, she is currently working with the Board of Supervisors office and the City Manager of Jackson to resolve the handling of the AB8 process. (4) She made a presentation to the Jackson Rotary on LAFCO as an aid to public relations. (5) She also provided assistance to the City Selection Committee. (6) Maps of all the city boundaries and their annexation histories have been posted on the LAFCO website. (7) Both the CALAFCO Staff Workshop and Annual Conference have been cancelled and Zoom sessions will be held instead. (8) Ms. Chamberlain has not been able to make any progress on what to do with the small amount of money being held by Willow Springs Water District. (9) She had training sessions with both new Commissioners. (10) Coming up will be work on the Amador Fire Protection District MSR and SOI, as well as the Amador Water Agency SOI. Staff will also work on updating the “backbone” chapter relating to fire services that will accompany their MSRs. Finally, Ms. Chamberlain has been unable to

get any response from Volcano CSD, so LAFCO may be forced to complete that MSR without their assistance and report them as noncompliant and out-of-date.

- d. Project Status Report – Executive Officer Chamberlain stated that she will provide the update at the next meeting.
- e. Monthly Budget Reports – provided in the meeting packet.

**15. Adjournment**

The next regular LAFCO meeting is scheduled for March 18, 2021, unless cancelled. Chairman Crew adjourned the meeting at 7:03 p.m.



\_\_\_\_\_  
Pat Crew, Presiding Officer  
LOCAL AGENCY FORMATION COMMISSION

ATTEST:   
Nancy Mees, Clerk to the Commission