

**TRINITY CENTER
COMMUNITY SERVICES DISTRICT**

**Minutes
Sept. 13, 2022**

- 1.0 Call to Order-**The meeting was called to order at 6:00p.m. by chairman Pat Frost. Other members in attendance were Martie Mullen, Drew Rusnak, Kristin Halliday, and Steve Finley. Assistant Chief Carol Fall was present. General Manager Erik Anderson was absent. No members of the public were present.
- 2.0 Announcements or Changes to the Agenda-**None
- 3.0 Public Comments-**None
- 4.0 Approval of Minutes**
 - 4.1** Approval of minutes from August 9, 2022-Motion by Drew Rusnak to approve as presented. 2nd by Steve Finley. Motion carried-4Ayes, 1 Abstain.
- 5.0 Unfinished Business**
 - 5.1** Update on Board Policy for Permanent record storage -Nothing new to report.
- 6.0 New Business**
 - 6.1** Discuss and Authorize funds for pump repairs on 1134-Assistant Chief Fall presented. The pump on 1134 is failing and pumping less than 100 gpm. The normal pump rate is 210gpm. Carol let the board know that as of now, the department does not want to take the truck out of service. Motion by Martie Mullen to postpone repairs indefinitely. 2nd Kristin Halliday. Motion carried-5 Ayes.
 - 6.2** Discuss and Authorize shift in funding from water truck to fire engine up to \$100,000-Assistant Chief Fall presented the options for purchasing a new engine. Due to availability of OES and CalFire trucks, the team has been looking online for alternate vehicles. It is possible they may be able to get 2 trucks for \$100,000. Motion by Martie Mullen to approve up to \$100,000 for purchase of 2 vehicles. Second by Steve Finley. Motion carried-5 Ayes.
- 7.0 Communications, Directors & Ad Hoc Committee Reports**
 - 7.1** Communications-Linnea Kneaper presented the annual report from Trinity Center Mutual Water Company. No action was taken regarding the board nominations.
- 8.0 General Manager Report**
 - 8.1** Fire Hall Planning and Construction Project-Erik was not present. No report was given.
- 9.0 Fire Department Reports**
 - 9.1** Fire Department Monthly Report-Assistant Chief Fall presented. 3 fire call last month including 2 vehicle fires and 3 medical calls. 90 hours total volunteer hours. There was also 1 lift assist. Miscellaneous hours included the installation of new suction line racks for 1111. The broken gate at the airport was removed. Notification was received from Cal Fire for the water truck grant that includes hoses, shovels, radios, etc. We received money from the grant for a radio and installation. Map books have been received for evacuation zones and routes. The map will be put on wall at fire department. Battery has replaced in 306. Medpac program documents have arrived and envelopes and boxes to ship outdated prescriptions are available at the fire hall.

10.0 Financial Report and Bill Payment (Kneaper)

- 10.1** CSD Financial Report-Linnea Kneaper presented the report. The balance as of August 31, 2022, was \$305,841.12. Total bills for payment in September \$3969.36. New balance \$301,871.36, less the \$60,000 allocation for the new fire hall brings the total spending balance to \$241,871.26.
- 10.2** Bills For Payment-Linnea Kneaper presented the bills which included regular monthly expense and the fee for the 2020-21 audit of \$2475.00. Motion by Drew Rusnak to pay the bills. 2nd by Martie Mullen. Motion carried-5 Ayes.
- 10.3** VFD Financial Report-Linnea Kneaper presented. The only change for the 2 months is the interest received.
- 10.4** New Firehall Construction Financial Report-Linnea Kneaper had nothing to report. No invoices were received this month.

11.0 Comments from the Public on Closed Session Agenda-none

- 12.0 Motion to Accept Closed Session Agenda**-Motion by Drew Rusnak. 2nd by Kristin Halliday. Motion carried-5 Ayes.

Enter closed session- 6:58pm

- 13.0 Closed Session**-discuss a potential litigation

- 14.0 Return to Open Session-7:08p.m.**

- 15.0 Report out of Closed Session**-The board discussed and authorized the chairman and general Manager to seek advice of legal counsel.

- 16.0 Items for Next Agenda Recap**-update on fire truck purchase. Possible closed session, fee for Service agreement with RCD.

- 17.0 Adjournment-7:09p.m.**

September 2022 CSD Monthly Report

August 2022 Stats

Fire	Number	Personnel Hours
Trinity Center	3	3:31
Coffee Creek	1	14:16
Annex		
<i>Total</i>	4	17:47
Medicals		
Trinity Center	3	16:56
Coffee Creek		
Annex		
<i>Total</i>	3	16:56
MVAs		
Trinity Center		
Coffee Creek		
Annex		
<i>Total</i>		
Other	1	3:12
<i>Totals</i>	8	37:55
Training		
Fire	3	14:56
Medical	1	8:00
FEAT	1	16:40
<i>Total</i>	5	39:36
FEAT		
Responses	0	0
Misc	6	12:56
Total Activities and Personnel Hours	19	90:27

Additional Notes: Finish installing suction line rack for 1111, remove broken gat at airport, etc

**Trinity Center CSD
Accounts Payable
September 13, 2022**

Regular Expenses	Amount
Linnea Kneaper-Services August	\$ 500.00
Frontier Communications	\$ 7.29
TDS Telecom - Telephone	\$ 58.29
Trinity PUD - Electricity-Fire Hall -August	\$ 73.34
Trinity PUD - Street lights August	\$ 171.60
Trinity County Solid Waste	\$ 54.42
Terminix	\$ 55.00
Umpqua Credit Card-Quickbooks, ink, medical supplies, fire supplies	\$ 459.42
Suzanne Heinig-Houskeeping August	\$ 80.00
Total Regular Expenses	\$ 1,459.36
Speical Expenses	
Bloomberg and Griffin	\$ 2,475.00
TCLS-BLS (Fall)	\$ 35.00
Total Special Expenses	\$ 2,510.00
September Total Expenses	\$ 3,969.36
Balance as of August 31, 2022	\$305,841.12
Less September Expenses	\$3,969.36
Current Balance	\$ 301,871.76
Less Allocation for new fire hall	\$ (60,000.00)
Total Spending Balance	\$ 241,871.76