

**TRINITY CENTER
COMMUNITY SERVICES DISTRICT
Regular Meeting November 14, 2023
IOOF HALL – 6:00p.m.
minutes**

- 1.0 Call to Order** The meeting was called to order by Chairman Pat Frost at 6:01pm. Other board members in attendance were Martie Mullen and Steve Finley and Board Secretary, Cari deJong. Drew Rusnak and Kristin Halladay were absent. General Manager Erik Anderson and Assistant Fire Chief Carol Fall were present. Members of the public in attendance were Pam Auspurger and Dwight Stewart.
- 2.0 Announcements or Changes to the Agenda** None
- 3.0 Public Comments**-open opportunity for comments or questions from any member of the public attending the meeting. **No action may be taken on new items at this meeting.** None
- 4.0 Approval of Minutes**
- 4.1** Approval of Minutes from October 10, 2023: Motion to approve minutes from the October 10, 2023 as presented by Martie Mullen, Steve Finley seconded the motion. Motion carried: 3 ayes, 2 absent.
- 5.0 Unfinished Business**
- 5.1** Update on Board Policy for permanent record storage (Frost): Chairman Frost announced that CSDA provides permanent record storage training but the 2023 training was held on November 6th. The training is only presented live and not online. We will keep an eye out for the 2024 training for Board Secretary, Cari deJong, to attend.
- 5.2** Discuss recruitment of new General Manager (Frost): No update at this time. Dwight Stewart mentioned that he wants to approach Boyd Barney about the position and it was recommended that he do so.
- 5.3** Discuss recruitment of new Fire Chief (Frost): No update at this time. At the January 2024 meeting we will address new Fire Chief and Assistant Chief replacements.
- 6.0 New Business**
- 6.1** Discuss/Approve Letter of Support for a County Ordinance for Smoke-Free Outdoor Spaces (Frost): Chairman Frost passed out paperwork that Human Response Network (HRN) provided. HRN has requested that we support the ordinance for smoke-free outdoor spaces. However, Chairman Frost feels a letter a support would be premature at this point since an ordinance has not yet been written. The board will discuss once again after a draft of the ordinance is provided.
- 6.2** Discuss/Approve request by Trinity County Search and Rescue to store vehicle in the Apparatus Building (Fall): The Trinity County Search and Rescue (TCSR) has been offered a Jeep by Sierra County and hope to be able to store it in the north county for quicker response times. They asked if we would be willing to store in the Jeep in the Apparatus Building. Assistant Chief Fall would like permission to begin negotiations with the Sheriff's Office to draft an agreement that she would then bring back to the board to discuss/approve. It was discussed that the TCVFD would not be held responsible if damage is done to the Jeep or to our vehicles. The TCSR would also need

to be responsible for all repairs and maintenance on the Jeep as well as provide us with a statement of non-responsibility and proof of insurance. A motion to allow Assistant Chief Fall to begin negotiations with the Sheriff's office by Steve Finley and seconded by Martie Mullen. Motion carried: 3 ayes, 2 absent.

- 6.3** Discuss/Approve request by Trinity County Office of Emergency Services to install Emergency Evacuation Siren (Fall): The Trinity County Office of Emergency Services (TCOES) has emergency evacuation sirens they are trying to distribute throughout county and asked if we would be willing to install a siren at the Fire Hall. The siren could only be activated by Sheriff's Office when there is an immediate need for an evacuation. Fall has multiple questions about the details of what is to actually happen if the evacuation siren is sounded. The proposed installation would be done by Trinity Public Utility District and would install the siren on a telephone pole. A new 230 volt outlet would need to be installed, paid for by TCOES. This new outlet could be used for our compressor. Many details and questions would need to be clarified or answered but Fall feels it would be worth pursuing and getting more details. Finley feels like confusion by the community could be a big issue. The City of Paradise just installed a similar siren and Chairman Frost said it would be a good idea for Assistant Chief Fall to contact them to get their opinion. Motion for Assistant Chief Fall to negotiate with TCOES and come back with a draft agreement for the board to discuss/approve by Martie Mullen and seconded by Steve Finley. Motion carried: 3 ayes, 2 absent.

7.0 Communications, Directors & Ad Hoc Committee Reports

- 7.1** Communications (deJong): deJong provided copies of the letter written by Chairman Frost to the Trinity County Planning Department regarding the County's General Plan consultants using the TCCSD boundary as the planning boundary for the Trinity Center Community Plan.

8.0 General Manager Report

- 8.1** TCCSD Monthly Report (Anderson): General Manager Anderson presented his report. A Certificate of Occupancy for the Apparatus Building was requested and mailed on November 14th. He is in contact with Mercer Frasier regarding Invoice number 6 that we have not yet received. He also included a break-down of what his job duties as the General Manager have been since he started. This report will be handy to give to his potential replacement as a reference of what is expected. Anderson still plans to take care of the radios, pagers and repeaters for the Fire Department after he retires from the General Manager position.

9.0 Fire Department Reports

- 9.1** Fire Department Monthly Report (Fall): Assistant Chief Fall presented her report which showed the activity for the past month. She also reported the Zach Sullivan passed the EMT exam. The Firefighters Appreciation Dinner was held on November 4th and was a success. The Trinity County Board of Supervisors approved \$6,500 to purchase two radios.

10.0 Financial Report and Bill Payment (deJong)

- 10.1** CSD Financial Report: deJong presented the financial report.
10.2 Bills for Payment: Motion to approve Bills for Payment by Steve Finley, seconded by Martie Mullen. Motion carried: 3 ayes, 2 absent.
10.3 VFD Financial Report

11.0 Items for Next Agenda: TCCSD resolution regarding website, updates on TCSR Jeep storage and evacuation siren, snow plow agreement with county

12.0 Adjournment at 7:03

Date of Next Meeting: **December 12, 2023**