

# TRINITY CENTER COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS MEETING

Regular Meeting

Dec. 1, 2009

The meeting was called to order by Glen Ahmann at 6:32 p.m. Other members present: Mike McHugh, Dewey Baird, Hal Pflueger. Virginia Allin was absent. 8 members of the public were also present.

Minutes of the previous meeting were passed out. It was moved by Mike McHugh to accept the minutes as published and it was seconded by Hal Pflueger. The minutes were accepted.

CSD Financial report was handed out and the balance was read.  
TCVFD Financial reports were handed out and the balances were read.

## Unfinished Business

Hydrant Repair-Discuss CSD ongoing Trinity Center fire hydrant repairs and improvements and determine CSD vs. TCMWC responsibility. Lyn Scott was present to represent the Trinity Center Mutual Water District. Glen Ahmann explained briefly the budget for the hydrant repairs. \$5000.00 was put in the budget for this fiscal year to repair or replace hydrants. Glen reported that it is very costly to replace a hydrant. Currently there are 4" main lines running to the hydrants with no shut off valve to the hydrant. They need to be upgraded to 6" lines with shut off valves to each hydrant. There is some concern about setting precedence for changing infrastructure for the annex areas. Lyn Scott reported the Water Dist. would supply the 6" line, however they will not supply the valves. The 6" valves are about \$400.00 to \$500.00 each.

Mike McHugh suggested a sub committee be formed to talk with the water company about which agency should be responsible for what portion of the changes. No action was taken on this suggestion.

Bill Beermann reported there is a State law that the fire hydrant must have a shut off valve from the main to the hydrant.

Hal Pflueger suggested it should be the CSD responsibility to supply the valves.

Glen reported if there are new areas annexed into the district their fire hydrants must meet the current codes before the CSD will take responsibility for them. It was suggested it be written into the conditions of annexation that the hydrants meet State standards before the CSD would take over responsibility for them.

Dewey Baird inquired as to who is responsible for inspecting the hydrants to make sure they are up to the State standards before the CSD takes responsibility for them. No one knew for sure. Roger Chatterton reported the fire hydrant systems in the annexed areas are not the CSD's responsibility if the CSD does not formally accept them. It was discussed that the CSD had, by board action, accepted the Trinity Center and Trinity Knolls fire hydrants after consideration of their qualifications to the then current code requirements.

Lyn reported there are 6 or 7 hydrants currently in town that are in need of replacing. Glen suggested the possibility of repairing instead of replacing some of the hydrants to keep the cost down. Ken Rieke is looking into interchanging internal parts if available.

Hal Pflueger made a motion that the CSD be responsible for the cost of the hydrants to and including the valves. There was some discussion regarding the CSD being responsible for installing a valve if there is no valve at the hydrant when it is being repaired or replaced. There was an amendment to the motion to include the CSD will accept responsibility for the hydrant and the valve if there is no valve and the hydrant needs to be dug up for repair or replacement as deemed by the General Manager. The motion was seconded by Dewey Baird. The motion passed.

Lyn Scott reported that the Water Dist. would be willing to purchase new hydrants as needed and hold the bill until the CSD has money in the budget to repay the Water Dist.

Glen will make an inquiry with Redding Water Comp. regarding rebuilding the old hydrants.

Glen thanked Lyn for coming to the meeting.

**New Fire House Building Report-** Dewey Baird reported last month that the committee was present at the Planning Commission meeting where they approved the Zoning and Use permit to move ahead with the planning for construction of the new fire house on the combined merged lots. Last month at the Board of Supervisors meeting with a 5-0 vote they endorsed it. Dewey passed out paperwork from the Planning Dept. for the Board members to look at. The paperwork will be given to Jan Bellinger to keep in the file for the record. The Planning Commission, the Board of Supervisors and the CAO of the County approved the merger and rezone with the understanding that the parking and septic situation be addressed in the final plans.

Dewey reported that the Grant application was submitted Sept. 10<sup>th</sup> and that the District did not make the first cut. Judy Pflueger informed Dewey that some of the grant award funds have been returned because the awardees projects were not “shovel” ready. Shovel ready means ready to award a contract. Dewey is concerned that if the CSD were to be notified that they would receive grant funds they would not be ready. He suggested the CSD try to position themselves with a request for proposal (RFP) for environmental assessment “EA” portion that could possibly be put on the street within a few days. Then the engineering and design and the construction could be put out for bid. This all has to be done in a 3 year time frame. The committee is trying to be ready.

**Annexation Committee Report-**Mike McHugh reported the task for past month was to meet with SPI. The committee met with Gary Blonk, the area manager for land development with SPI. He is very supportive of the annexation and interested and willing to be involved in other community projects. He informed the committee that SPI has many parcels that are going to be taken out of timber production and may be sold for development and SPI would like the areas to be in a fire district. SPI is willing to send a letter of support for the record and suggested additional areas to be considered for annexation. Mike said the committee will table any discussion about changing the annexation areas until the signature gathering is done and the committee comes back to the Board and in a public forum they discuss if this is the final map of the areas to be annexed. The next step is to have a committee meeting to brief them on the meeting with SPI. They also would like to organize another town hall meeting. Supervisor Pflueger requested another town hall meeting be held in the district to review the issues one more time to give the community another opportunity for discussion. If an application were to be submitted for annexation it would require the Sphere of Influence be updated. The Sphere of Influence project has been restarted by Kelli Gant. Kelli Gant and Glen Ahmann will continue working on it to help LAFCO in publishing it.

**Propane cost/change of providers update-**Dewey spoke with the management of Northwestern Propane. The tank is currently 60% full. Northwestern suggested, based on our usage, we need a 500 gallon tank. Dewey is not sure what size is currently at the fire house. Dewey reported the CSD does not qualify for the Government rate; however, they do qualify for a Commercial rate. The Commercial rate right now is about \$.70 lower than residential rates. Dewey explained to Northwestern how the CSD bills are paid and they told him they do not charge late fees. If we switch to them Northwestern will place a new tank at the fire house then transfer any remaining propane from the old tank into the new tank. Then the current service with Campora can be canceled by letter and the old tank can be picked up. Dewey requested approval to move forward with the change. There was some general discussion. Dewey still needs to check on the tank rental fee. He was told it was \$1.00 per year for the first year and needs to verify what it will be after that. Dewey also agreed to contact Campora to verify their current rates for comparison before a final decision. Glen suggested the change of provider be made an agenda item to be approved for the next meeting and further research will be done through Campora and Northwestern.

## Communications

Prop 1A Bond-Jan Bellinger reported the bonds have been sold and the CSD should be receiving the first check on Jan. 15th in the amount of \$2094.71 with another check May 3rd for the same amount.

State Controller Check-Jan Bellinger reported a check for \$2946.86 was received from the State Controller for Fire Dept. support on the Lewiston fire in Sept. This check will be deposited to the CSD account and next month a check will be written to the TC VFD for this amount.

CSDA membership bill-Glen reported a bill has been received for membership renewal in the CSDA. The dues are \$490.00. There was some discussion on the benefits of being a member. This item will be placed on next months agenda for approval.

## Public Comment

None

## New Business

Glen Ahmann reported the annual Audit Report from Gregor Prof. was received and handed out to the Directors last month. There was one issue found with the report. The County had an error of \$4131.00 that was discovered when reviewing the report last year and corrected this year. This error correction is not reflected in the Special Dept. Expense section of the report; however it is listed as adjustment on a journal entry. There was a motion made by Hal Pflueger to accept the annual financial report for the fiscal year ending on June 30, 2009 from Gregor Prof. Corp. and it was seconded by Mike McHugh. The Audit Report was accepted and the invoice payment will be processed.

## Fire Dept. Report

Roger Chatterton- Roger passed out and read the Fire Dept. report (see attached). Roger reported that gas had been siphoned out of one of the fire vehicles. A locking gas cap has been purchased to keep this from happening again.

## Bills for Payment

The list of bills to be paid was passed out. After brief discussion a motion was made by Mike McHugh to pay the bills as listed and seconded by Dewey Baird. The motion passed that the following bills be paid:

### **Regular Expenses**

Trinity PUD- Electric-Fire Hall	\$104.99
Trinity PUD- Street Lights	\$156.76
TDS Telecom-Telephone	\$50.01
Jan Bellinger- Salary	\$350.00
Roger Chatterton-Travel	\$50.00

### **Special Expenses**

Gregor Prof. Corp-Audit Report	\$1,950.00
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Jaktri Market-Fuel	\$142.63
Campana-Propane	\$294.40
Tina Wood-Cleaning	\$322.50
Shasta Welding Supply-Gas	\$48.31
TC VFD-Reimburse-Napa-Locking Gas Cap	\$13.30
Rieke's Construction-Fire Hydrant Replacement	\$880.00
Total	\$4,362.90

Adjournment

Meeting adjourned at 7:48 p.m.

Items for next meeting agenda:

- Building Committee report
- Annexation Committee report
- Approve change of Propane provider
- Approve renewal of CSDA membership

Next Meeting: Jan. 5, 2010

Jan Bellinger – Secretary

**TRINITY CENTER VOLUNTEER FIRE DEPARTMENT  
REPORT FOR DECEMBER 2008**

**November activity**

**Fire – 1**

**Medicals – 0**

**Traffic collisions – 2**

**Trainings – 3**

**Total responses – 5**

**(Note: One incident was traffic collision/fire.)**

**Transition to new Medical Director**

**ANSI Std 107/207 high-viz clothing requirements.**