

TRINITY CENTER COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS MEETING

Regular Meeting

May 3, 2011

The meeting was called to order by Mike McHugh at 6:31 p.m. Other members present: Glen Ahmann, Virginia Allin and Dewey Baird. Hal Pflueger was absent. 4 members of the public were also present.

Minutes of the meeting were passed out. It was moved by Dewey Baird that the minutes be accepted as written. It was seconded by Virginia Allin. The minutes were accepted as written.

CSD Financial report was passed out and the balance was read.

TCVFD Financial reports were passed out and the balances were read. Mike McHugh asked if the fire sale and bake sale money was included in the total. Linda Magni reported the fire sale made about \$3800.00 and was not included in the April total.

Unfinished Business

New Fire House Building Committee report - Fire House Construction Project –Dewey reported that he has talked with Tom Hollister regarding putting something on paper to present to the Board. That has not yet happened.

Dewey also reported that he has not heard anything from the County or State regarding the signs. He will request Supervisor Pflueger help in with getting the County to move forward on this. Cal-Trans will not install their signs until the County moves forward with theirs. Dewey voiced concern that tourist season is here and there is a need to identify the location of the 911 phone. He would like everything to be in place by June.

Laney from Trinity Heating and Air has not gotten back to Dewey with an estimate. He has tried to contact them but they were not in the shop. He will try to contact them again.

Dewey reported that he received information from Glen Ahmann regarding web training concerning financing from CSDA Financial Corp. He enrolled in the class and received a confirmation and then received a notice that he had been “uninvited”. He called and left a message to find out what that means. He has not heard back at this time.

Discuss ISO Audit-Mike McHugh reported that General Manager Luke Lucas is absent so there is no report on what he has been working on.

Ken Rieke reported that he picked up the hydrant flow testing equipment from Weaverville Fire Dept. He also contacted L.N. Curtis regarding the new hose. The hose has been pretested at the factory and there is no need to retest them.

Ken reported that he and Martie Mullen met with Dave White and he has agreed to help with the ISO audit. Dave has been through three ISO audits with Arcata fire dept.

Ken also reported that there is a company with a machine on a truck that can test the pumpers. The pumpers are supposed to be tested at 400 psi which is hard on the engines and pumps. This equipment can test the pumpers without the wear and tear on the equipment. Ken will determine the cost and report back.

Glen Ahmann reported that he has received Water System survey information from Trinity Knolls and Lake Forest areas. Lyn Scott is working on the information for the Trinity Center Water System but it

has not been received at this time. Luke is working on the Covington and Long Canyon areas. Mike reported that he will ask Luke to call a committee meeting in the next couple of weeks.

Sexual Harassment Training-Mike McHugh reported that the training was held the day after the last CSD Board meeting. He reported that there was a very good turn out. All of the CSD Directors as well as the entire Fire Dept. officer core were in attendance.

Discuss/Approve Budget for next fiscal year budget-Glen Ahmann reported the budget committee met and has a proposed budget for the next fiscal year. Copies have been passed out to the Board members and copies are available for the public. Glen explained the figures and how the committee arrived at the figures. Noted was a possible invoice of \$4,300.00 for the heart monitor repair. Glen reported that Jan Bellinger has tried numerous times to contact Philips regarding whether this was covered under warranty and has not gotten any response from them. Also for next year \$3,500 is budgeted for fire equipment and supplies for ISO upgrades if needed. \$7,500.00 was approved to repair the fire house roof from this fiscal year and has not been done yet. This is included in next year's budget, but will be held until it is determined what will be done with the new fire house. Next year's budget is \$62,000.00 compared to this year's budget of \$52,000.00, with \$54,000.00 this year in actual expenses. Glen reported that the income should be about the same as last year, just a little less at \$55,000.00. Mike McHugh inquired about the hydrant maintenance figure. Ken Rieke reported that the cost has increased by about \$2,000.00 to about \$9,500.00 due to the increased price of steel. Glen will adjust the figures and present the draft budget at the June meeting for approval. Mike asked if the insurance rate from GSRMA would remain the same as this year. Jan reported that the cost had a three-year fixed rate. 2011/2012 will be the last year at this rate. Dewey asked what the insurance rate would be after the locked in period. Jan reported that she was told to expect it to go from \$7,250.00 to \$8,000.00. Glen reported that there was an increase in the communication equipment account for additional pagers and mandatory upgrades to narrow band radios. Mike reported that the draft budget will be posted on the web site for the public and given to the Board members before the June meeting so it can be approved at that meeting.

Communications

L.N. Curtis refund-Jan Bellinger reported that a check has been received from L.N. Curtis in the amount of \$543.33 for the balance of the credit on the refund for the hose returns. The check will be deposited in the CSD account.

Letter from Gregor Prof.-Mike McHugh reported a letter from John Gregor was received informing the Board that he is retiring and some of his staff will be taking over the business. The letter states if they do not hear from the Board they will assume we will be using them again this year. Mike reported that the County informed the CSD that they will not be using Gregor this year. There was some discussion regarding waiting for the County to decide what agency they will be using and the possibility of using the same agency since they will be familiar with the County books and the CSD uses the County to keep their books. There is a problem with a possible delay if the CSD waits for the County since the County is sometimes late in completing their audit. The CSD audit can't be completed until the County audit is complete because the County figures are needed for the CSD audit. Mike suggests a letter be sent back to Gregor informing them that the CSD would like to delay making a decision at this time. Glen will send an e-mail to Marilyn Horn to ask if the County has made a decision as to which agency they will be using. After some discussion it was decided to send the letter to Gregor Prof. to delay our decision at this time.

Letter from Blomberg & Griffin Accountancy Corp.-Mike McHugh reported that last year after the CSD had already committed to use Gregor Prof. for the annual audit a letter was received from

Blomberg & Griffin requesting they be considered for the audit. Jan sent a letter to them informing them that this year the CSD could not use them because of the prior commitment and requested they send notification the following April to be considered for the next fiscal year. After the April meeting a letter was received from them this year.

Public Comment

Glen Ahmann reported that because of an e-mail from Robin Reilly to Sheriff Haney, Sheriff Haney and Ken Langsford, who will be the new under sheriff, will be coming out for a public meeting at 4:30 Friday at the Alpen House at KOA regarding the recent crime spree in the area. Dewey Baird will be the MC for this meeting. Virginia Allin reported that the reason the Sheriff was unaware of the problem in this area is that most people are not reporting the crimes. If there is an incident please report it.

Virginia Allin reported that Roger Chatterton will be holding a concealed weapons class in June when he returns from his trip.

Ken Rieke reported that he was approached about Dick Hamilton's name being put on the fire house. There was discussion and decision in the past about his name being put on the new fire house; however, since the new fire house has been delayed it is felt his name should be placed on the existing fire house. Ken suggested there could be a plaque and dedication at the fire department open house. This item will be placed on the agenda for the June meeting.

New Business

Discuss/Approve purchase of safe for ALS meds- Ken Rieke reported that Bob Bryant and Steve Renton have found a safe that will fit in the ambulance to keep the medications in. They also decided that a larger safe for the fire house would not be needed at this time. The cost of the smaller safe should only be about \$200.00. If they find a larger safe is needed or if the cost is over \$500.00 they will bring it back to the Board. This item will be tabled at this time.

Fire Dept. Report

Ken Rieke passed out and read the monthly report (see attached). Ken reported that at the Chiefs meeting Andy Riley, who is in charge of the grant for the pagers, reported that TC VFD will be included in the grant and will be receiving some pagers. He is waiting until after July 1st to order the pagers. It is unknown at this time how many or what type of pagers TC VFD will be receiving. Ken reported that he would like to pass out flyers about the TC VFD BBQ at the June Chiefs meeting. Ken reported that Coffee Creek VFD has inquired as to what was going to be done with the old supply of SCBAs that are no longer being used at TC VFD. They would like the extra ones to be donated or traded to them. TC VFD has 9 new MSAs and the parts and supplies are not compatible. Mike McHugh made the suggestion that if they are donated to CC VFD that a memo be placed in the file stating what transpired for tracking purposes.

Bills for Payment

The list of bills to be paid was passed out. After some discussion a motion was made by Glen Ahmann that the list of bills be paid as stated. The motion was seconded by Dewey Baird. The motion passed that the following bills be paid:

Regular Expenses

Trinity PUD- Electric-Fire Hall

\$139.96

| | |
|---------------------------------------------------|--------------|
| Trinity PUD- Street Lights | \$148.72 |
| TDS Telecom-Telephone | \$50.70 |
| Jan Bellinger-Salary | \$350.00 |
| Special Expenses | |
| Coffee Creek Country Store-Fuel | \$88.54 |
| Trinity County DOT-Fuel | \$170.72 |
| Northwestern Propane | \$383.50 |
| Life Assist-Medical Supplies | \$108.90 |
| L.N. Curtis-ID Patches | \$138.02 |
| Independent Business Forms-Print Checks | \$112.10 |
| Napa Auto Parts-Batteries & Filters (Fred Maddox) | \$75.84 |
| Paul Bellinger-Copy Paper | \$31.38 |
| Total - Checks for payment | \$1,798.38 |
| Balance as of 4/30/11 | \$141,156.69 |
| New Balance | \$139,358.31 |

Adjournment

Meeting adjourned at 7:19 p.m.

Items for next meeting agenda:

New Fire House Building Committee report
 Discuss ISO Audit
 Discuss/Approve 2011/2012 Budget
 Discuss/Approve presenting Dick Hamilton a plaque and dedicating the fire house

Next Meeting: June 7, 2011

Jan Bellinger – Secretary

TCVFD ACIVITY REPORT FOR APRIL 2011

Fire

Coffee Creek – 0

Trinity Center – 0

CM-LFE-LC - 0

Medicals

Coffee Creek – 0
Trinity Center – 1
CM-LFE-LC - 0

Traffic collision
Coffee Creek -0
Trinity Center – 1 (no vehicle found)
CM-LFE-LC – 0

Trainings – 4