

TRINITY CENTER COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS MEETING

Regular Meeting

March 6, 2012

The meeting was called to order by Mike McHugh at 6:33 p.m. Other members present: Glen Ahmann, Drew Rusnak, Virginia Allin and Dewey Baird. 9 members of the public were also present.

Announcements

Drew Rusnak announced that he would not be here for the next meeting. There were no other announcements.

Minutes of the meeting were posted on the web site and were available at the meeting. It was moved by Glen Ahmann that the minutes be accepted as written. It was seconded by Dewey Baird. The minutes were accepted as written.

CSD Financial report was made available and the balance was read. Jan Bellinger reported that the balance included a deposit of \$900.41 from Coffee Creek VFD to help with the ALS supplies for 306.

TCVFD Financial report was made available and the balance was read.

TCVFD Auxiliary Financial report was made available and the balance was read.

Unfinished Business

New Fire House Building Committee Report - Fire House Construction Project –Mike McHugh reported that at the last meeting there was some discussion regarding having a meeting after this CSD meeting about the fire department concept, however, he did not get it publicized. He will try to get it publicized for the April meeting. Dewey Baird reported the committee is preparing a presentation for after the April meeting. Dewey also reported that he just received the bid for the heating system. This will be on the April agenda.

Update ISO Audit-Luke Lucas reported that he has tried to get an update on the ISO audit. He was told that one of the things that is slowing them down is that they are doing a general quality audit on their procedures, not related to our audit. They still do not have a completion date for us.

Review/Accept Annual Audit-Glen Ahmann explained that the CSD changed auditors this year. The audit report was received from Blomberg & Griffin. The figures matched the draft report that was presented at the last meeting. Glen read some of the highlights of the report. Glen also reported that the MD&A (Management, Discussion and Analysis) that was approved at the last meeting with two minor wording changes did not get published in the report. The original MD&A is included in the report. There are no material differences between the two versions of the documents. This does not change the audit results. Glen recommends that the Board accept the annual financial audit. After some discussion a motion was made by Glen Ahmann to accept the annual financial audit. The motion was seconded by Drew Rusnak. The motion passed. Mike thanked Glen for his hard work on this. There

were copies available at the meeting for the public. There will also be a copy at Lucky's if anyone wants to look at it. Glen will be available to explain the report to anyone who requests it.

Communications & Director Reports

Nomination form from CSDA for Seat "A" on their Board of Directors-Mike McHugh reported the TC CSD is a member of the CSDA. Mike explained that they are looking for volunteers to serve on their Board for the 2012-2015 term. The meetings are held every other month in Sacramento. None of the Board members are interested in volunteering at this time. The deadline is May 25, 2012. If anyone is interested they can notify Jan Bellinger and it will be placed on the next meetings agenda so the Board member can be elected.

Form 700 forms due by April 2, 2012-Jan Bellinger reported that the annual 700 forms are due April 2, 2012. Drew Rusnak and Glen Ahmann have already filled the forms out when they applied for their new terms. Mike McHugh has already completed the form and returned it to Jan. Virginia Allin and Dewey Baird need to complete the form. Jan will send them the link to the form. Jan needs the completed form returned to her before the April 2nd deadline in order to get the forms sent to the County.

LAFCo letter for special meeting-Mike McHugh reported that LAFCo includes representation from Special Districts. They are looking for three Board members to fill expiring seats. There is a Special Districts selection committee which is made up of the Chairs of each Special District Board. An alternate member can be chosen if the Chair can not attend. Mike will attend the meeting. The selection committee meeting to select nominees and elect members is Monday April 16, 2012 at 7:00pm at the Weaverville library.

Glen Ahmann reported that he has a Trinity County Grand Jury report on Special Districts from 2002. There is some information on the Brown Act among other things. If anyone would like to look at it Mike McHugh will have it. When he is finished reviewing it he will give it to Jan to keep in the file.

Glen Ahmann reported that the budget committee needs to be convened. This will be on next months agenda. This is a standing committee comprised of Mike McHugh, Glen Ahmann, Ken Rieke and Jan Bellinger. It will be discussed at the next meeting to see if there will be any changes to the committee.

Public Comment

None

New Business

Draft Appraisal Report for Trinity Center CSD from GSRMA-Glen Ahmann reported that GSRMA, who is the CSD insurer, hired Alliant Insurance Services to come do an appraisal of the Fire Dept. equipment that they insure to make sure the correct values are being insured. Glen read some of the asset values including the buildings and contents. The biggest reduction was in value of the vehicles. This appraisal does not change the cost of the insurance. Mike McHugh explained that the insurance on the vehicles is for replacement of like equipment not new. The building insurance is for replacement cost to rebuild the building as it stands. Glen reported that some of the new volunteers as well as existing volunteers have been working at the fire house on the vehicles and on the building. All of the help and enthusiasm is appreciated.

Fire Dept. Report

Ken Rieke read the Fire Dept. report (attached). There were copies of the report available at the meeting.

Bills for Payment

The list of bills to be paid was made available. Jan Bellinger reported that the new balance includes a deposit of \$900.41 from Coffee Creek VFD to help with the ALS supplies for 306. After some discussion a motion was made by Virginia Allin that the list of bills be paid as stated. The motion was seconded by Glen Ahmann. The motion passed that the following bills be paid:

Regular Expenses

Trinity PUD- Electric-Fire Hall	\$71.66
Trinity PUD- Street Lights	\$139.80
TDS Telecom-Telephone	\$50.81
Jan Bellinger-Salary	\$350.00

Special Expenses

Stryker Medical-Storage Pouch for the Heart Monitor	\$231.66
Trinity County DOT-Fuel for Jan. 2012	\$57.82
Fred Maddox Service & Repair-Repairs on 1111	\$642.50
Life Assist-Medical Supplies	\$23.22
Mike McHugh-Medical Exam/Laser Printer for Fire Hall	\$448.15
Trinity County Solid Waste-Dump Fee	\$4.30
Robert Bryant-Wal-Mart-Plastic Trays/Zip Lock Bags	\$20.83
North State Engineering-Repair Defib	\$234.45
Total - Checks for payment	\$2,275.20
Balance as of 2/29/12	\$163,803.44
Deposit from Coffee Creek VFD for part of ALS Supplies for 306	\$900.41
New Balance	\$162,428.65

Adjournment

Meeting adjourned at 7:10 p.m.

Items for next meeting agenda:

New Fire House Building Committee Report
Update ISO Audit
Discuss/Approve bid for heating system
Form/Revise Budget Committee

Next Meeting: April 3, 2012

Jan Bellinger – Secretary

TCVFD ACIVITY REPORT FOR FEBRUARY 2012

Fire

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

Medicals

Coffee Creek – 2
Trinity Center – 4
CM-LFE-LC –
Minersville-

Traffic collision

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

Public Assist:

Coffee Creek 1
Trinity Center 0

Trainings – 3

Total events –10