

TRINITY CENTER COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS MEETING

Regular Meeting

Feb. 4, 2014

The meeting was called to order by Mike McHugh at 6:32 p.m. Other members present Glen Ahmann, Drew Rusnak and Pat Frost. Virginia Allin was absent. 4 members of the public were also present including the Fire Chief and Assistant Fire Chief.

Announcements

Mike McHugh reported that Virginia Allin would not be at this meeting because she was out ill.

Minutes of the last 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 Drew Rusnak. The minutes were accepted unanimously as written.

CSD Financial report was made available and the balance was read. Glen Ahmann reported that the balance does not include about \$30,000.00 in secured tax revenue that has not been received from the County. Glen contacted the County and the funds should be posted to the account soon. The County is working on the disbursements now. There was also an error in the worker's comp. reimbursement and they will correct that and return the funds to the CSD account.

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

Annual Audit update – Jan Bellinger referred this item to Glen Ahmann since he has been in contact with David Farnsworth more recently. Glen will address this item under the MD&A item in New Business.

Communications & Director Reports

Annual Encroachment Permit – Jan Bellinger reported that the annual encroachment permit is due. There is no money due and no action required other than the form must be signed and returned. Mike will sign the form and Jan will return it to the County.

Jan Bellinger reported that Glen Ahmann had requested she obtain a Director Hand Book from CSDA for each of the Directors. Jan gave one to each member. Glen reported that there is some good information in the hand book regarding what a Special District is and how they are funded.

Public Comment

Glen Ahmann congratulated Steve Renten on his new position as Emergency Services Manager

for Trinity County. Steve reported that this position is converting from a volunteer position to a paid position. Steve also reported that the former Under Sheriff Eric Palmer will also be filling the position. They are splitting the position. Their office is located at the North end of the Weaverville Airport in the same building with the Planning Dept.

Drew Rusnak reported that he will not be able to attend the March meeting.

New Business

Discuss/Approve MD&A for Audit – Glen Ahmann reported that the MD&A, Management Discussion and Analysis, is a required component of the annual audit report. Last month Jan Bellinger reported that the auditor expected to be finished with the audit by the end of January. The audit is not completed and the MD&A can not be completed without the final figures from the audit report. Glen had a draft of the MD&A that was given to the Board members and made available to the public at the meeting. Glen gave a review of the MD&A. No action can be taken on this item until the final figures are available. This item will be placed on the next agenda.

Mid Year Budget Review – Glen Ahmann reported that this is a 7 month review of the budget from July 1, 2013 through January 31, 2014. A copy of the budget review was given to the Board members and made available to the public at the meeting. Glen explained some of the items on the budget review. Glen explained that the CSD is still waiting for the County to disperse the secured tax revenue from Dec. Overall the TCCSD is under on the expenses and will be close on the revenues when the County makes the Dec. disbursement.

Discuss/Approve TCLS mileage Reimbursement Checks –Mike McHugh reported that this issue came up when the TC VFD received a reimbursement check from TCLS for mileage. Mike explained that when the Fire Dept. transports a patient who is subsequently transported by TCLS they share the mileage revenue with the TC VFD. The check was paid to the Fire Dept. Since the CSD pays the vehicle maintenance and fuel cost it is felt that the checks for reimbursement should go back into the CSD account. All were in agreement. Glen Ahmann will contact TCLS to change the checks to the CSD.

Fire Dept. Report

Fire Chief 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. After some discussion a motion was made by Glen Ahmann that the list of bills be paid as stated. The motion was seconded by Drew Rusnak. The motion passed unanimously that the following bills be paid:

Regular Expenses

Trinity PUD- Electric-Fire Hall-includes drought relief surcharge	\$116.66
Trinity PUD- Street Lights-includes drought relief surcharge	\$157.45
TDS Telecom-Telephone	\$52.12

Jan Bellinger-Salary	\$350.00
Amerigas-Propane	\$704.77
Trinity County DOT-Fuel	\$163.71
Special Expenses	
Jan Bellinger-Postage for Audit Material	\$1.32
NTLIA-IOOF Hall Rental- Feb.-Aug.	\$108.00
Martie Mullen-9 Volt Batteries	\$34.38
Suzanne Heinig-Fire House Cleaning	\$60.00
Total - Checks for payment	\$1,748.41
Balance as of 1/31/14	\$145,540.21
New Balance	\$143,791.80

Adjournment

Meeting adjourned at 6:49 p.m.

Items for next regular meeting agenda:

Discuss/Approve MD&A for Audit

Next Regular Meeting: March 4, 2014

Jan Bellinger – Secretary

TCVFD ACIVITY REPORT FOR JANUARY 2014

Fire	Total =1
Coffee Creek – 0	
Trinity Center –1 (Smoke check)	
CM-LFE-LC -0	

Medicals **Total =4**
Trinity Center –1
Coffee Creek- 2
CM-LFE-LC - 1 (Covington)

Vehicle Accident-	Total =0
Trinity Center-0	
Coffee Creek -0	
CM-LFE-LC – 0	

Public Assist-	Total =0
Trinity Center- 0	
Coffee Creek - 0	
Out of area - 0	

Trainings –	Total =4
Fire -2	
Med-1	
FEAT-1	
TOTAL EVENTS	9