

TRINITY CENTER COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS MEETING

Regular Meeting

Sept. 2, 2014

The meeting was called to order by Mike McHugh at 6:30 p.m. Other members present were Pat Frost and Glen Ahmann and Drew Rusnak. Virginia Allin was absent. 9 members of the public were also present including the Fire Chief, Assistant Fire Chief and the General Manager.

Announcements

Mike McHugh announced that Director Allin would not be in attendance tonight.

Mike McHugh reminded that Director Frost would be absent from the October meeting.

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 from last meeting 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.

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

TCVFD Auxiliary Financial report was made available and the balance was read. Linda Magni reported that the balance does not include the money raised at the August 30 pancake breakfast.

Unfinished Business

Update of ongoing repair of three hydrants in the Northwood Estates subdivision - Ken Rieke reported that the hydrant on the corner at the top of the NWE access road has been replaced and will be turned back on as soon as the concrete is set. The other two hydrants are waiting for parts. The hydrant repair man that he has been trying to get hold of is gone for three weeks and is 5 hours travel time away from here. He is waiting for parts to repair the other two. He only has the tool to repair one of the remaining two hydrants. Glen Ahmann reported that since the last meeting he has received calls from two concerned residents regarding the broken hydrants. Mike McHugh thanked Ken for his work on the hydrants.

Trinity County Biennial Conflict of Interest Codes – Pat Frost explained that the County requires a Conflict of Interest Code or Policy be reviewed biennially. No later than October 1, 2014 each agency must notify the County whether an amendment is necessary. The Board set up a subcommittee last month of Glen Ahmann, Erik Anderson, Jan Bellinger and Pat Frost to look at the document that the Board adopted in 1976. Pat went to the California Fair Political Practices Commissions web site and pulled together information. He also checked with the RCD to see if they were working on one as well. Pat was able to get a sample of their Conflict of Interest Code and Resolution to adopt the code. They used the CFPPC's recommendations to keep the document simple and not use dollar amounts. Rather, they just reference the applicable law/code so that as the law and the Form 700 change, the Conflict of Interest

Code will always be current. Pat brought the sample documents to the committee meeting and changes were made specific to our District. There are two documents: a proposed Conflict of Interest Code and a Resolution to adopt the new Code. Glen Ahmann thanked Pat for all of his work on this item. Ken Rieke will need to fill out a Form 700 as the Fire Chief. Jan Bellinger will send the information to him. Mike McHugh reported that the Conflict of Interest Code and the Resolution have been posted on the web site for the public as a draft. Pat Frost made a motion to adopt Resolution 2014-02 – Resolution of the Board of Directors of the Trinity Center Community Services District (District) adopting an Updated Conflict of Interest Code with a correction on page 2, the last paragraph under item 6. There should be a “y” in the sentence “the agency that would otherwise be performed by an individual holding” The motion was seconded by Glen Ahmann. There was no discussion. There was a roll call vote:

Pat Frost, Mike McHugh, Glen Ahmann and Drew Rusnak all voted unanimously to adopt the Code. Virginia Allin was absent. The code was adopted and will go into effect as soon as the County Board of Supervisors approves it. Mike will post the documents on the web site.

Communications & Director Reports

Jan Bellinger reported that a letter for CSDA Nominations for the Board of Directors Region 1 Seat C was received. The nominee must be a CSD Board member. They meet every other month in Sacramento. If anyone is interested they can contact Jan for information.

Jan Bellinger reported that every year the CSD must provide the CSDA with an annual operating revenue statement. They use this to determine what our annual membership dues. Jan has the form filled out and will send it to them.

Jan Bellinger reported that today she received the Annual Data Collection renewal questionnaire. She will fill the form out on line and submit it by the Sept. 19, 2014 deadline.

Pat Frost announced that the next Bowerman Barn work day will be Sat. Sept 6th. Be there by 8:30am for safety instructions and ready to work by 9:00am. They will be working on rebuilding the fencing around the cemetery. Carol Fall will send out an e-mail with details on what types of tools are needed.

Glen Ahmann suggested the District support the TC VFD in honoring retired Fire Chief Dick Hamilton.

Mike McHugh reported that the TC VFD did a stand of duty at the airport last month for the helibase in which they generated significant revenue for the Dept. Mike thanked the Fire Dept. for all of the hours they put in. Glen thanked Mike for the use of his facilities during this extended watch.

Mike McHugh reported that the Fire Dept. is zeroing in on purchasing the Utility Rig that they have been talking about. They have one or two possible vehicles they may be interested in. Mike made the suggestion that if the Dept. purchases a vehicle that the Board discusses whether and how the District will help the Dept. with the purchase at the next meeting. This item will be placed on the next regular meeting agenda unless a purchase is made sooner and a Special meeting is necessary.

Public Comment

Wyatt Ribarich suggested that it may be appropriate to memorialize Dick Hamilton by naming one or more of the Fire Dept. fundraisers in his name. Ken Rieke raised the concern that people may think that the money being raised is to be donated to Dick’s family. He reminded that the Fire Hall has been dedicated to Dick and that his name is on the hall.

New Business

Discuss/Approve maintenance expenses for 1134 – Mike McHugh reported that the Brush/Foam rig is in need of maintenance. It probably needs rear tires, it has a broken member on the suspension and the foaming unit is not working. This is the newest of the Fire Dept. vehicles and is a key vehicle for the Dept. The Fire Dept. would like to take it in for annual maintenance and servicing. Since this will likely be \$1000.00-\$2500.00 or more for the work and it comes under the CSD budget they would like to get preapproval from the Board for the funds. After some discussion Glen Ahmann made a motion that the Board approve up to \$5000.00 if needed for the maintenance and repairs to 1134. The motion was seconded by Pat Frost. The motion passed unanimously.

Consider/Discuss SDRMA – Discuss if we want to change insurance carriers – Glen Ahmann reported that a letter was received from the CSDA regarding insurance. Glen explained that a few years ago the District changed insurance carriers from FASIS to GSRMA. They have been very good to deal with and the cost was much less. SDRMA (Special District Risk Management Authority) is an alliance partner of CSDA. Mike McHugh suggested the Board ask for a quote for the insurance to compare with GSRMA. Pat Frost reported that RCD has been using SDRMA for about 10 years and is very happy with them. He suggested we call the RCD and ask them about their experience with them. Glen and Jan will work on getting a quote and report back at the next meeting.

General Manager Report

Erik Anderson had copies of his report available at the meeting. Erik reported that there is a meeting scheduled for tomorrow to go over the requirements for the fire hall. He has completed his Harassment and Ethics training and filled out the Form 700. Pat Frost asked where do we go here after the requirements are discussed. Erik said they will try to figure out where the costs will be and then fund raising to meet those costs. Glen Ahmann asked if the concept from the old project still meets the requirements that are needed now. Has anything changed? Mike suggested that the Fire Dept. may need to start spending some money from the building fund to get the appropriate level of consulting for project phasing and costing to see what it would take to get the first phase under way and when that might happen. Then start discussing fund raising strategies.

Fire Dept. Report

Fire Chief Ken Rieke read the Fire Dept. report (attached). There were copies of the report available at the meeting. Mike McHugh explained that the reduced trainings were due to the shifts worked at the airport.

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 Pat Frost. The motion passed unanimously that the following bills be paid:

Regular Expenses

Trinity PUD- Electric-Fire Hall-includes drought relief surcharge	\$24.95
Trinity PUD- Street Lights-includes drought relief surcharge	\$157.45
TDS Telecom-Telephone	\$52.59

Jan Bellinger-Salary	\$350.00
Trinity DOT-Fuel	\$376.26
Special Expenses	
Trinity Center General Store-Diesel Fuel (DOT out of Diesel fuel)	\$105.03
LN Curtis-Tool Bag	\$86.19
Rieke Construction-Hydrant Repair/Replacement	\$3,152.56
Total - Checks for payment	\$4,305.03
Balance as of 8/30/14	\$160,343.41
New Balance	\$156,038.38

Adjournment

Meeting adjourned at 7:18 p.m.

Items for next regular meeting agenda:

Discuss support of purchase of utility vehicle

Update on SDRMA Insurance Quote

Next Regular Meeting: Oct. 7, 2014

Jan Bellinger – Secretary

TCVFD ACIVITY REPORT FOR AUGUST 2014

Fire **Total = 8 +**
Coffee Creek – 1 smoke check
Trinity Center – 3 smoke check
Annex – 1 smoke check
Contract – 2 ARFF at Trinity Center Airport
Mutual Aid – 1 Weaverville

Aircraft fire suppression support at Trinity Center airport

- 10 days 12 hours/day (240 hours billed to Forest Service.) More hours given by department members not billed.
- 2 days 12 hours/day (24 hours billed to Forest Service) More hours given by department members not billed

Mutual Aid for Oregon Fire in Weaverville

- 18 hours (2 people 9 hours)

Medicals **Total = 3**

Coffee Creek – 1
Trinity Center – 2
Annex – 0

Vehicle Accident **Total = 1**

Coffee Creek – 0
Trinity Center – 0
Annex – 0
Mutual Aid – 1 Weaverville

Other- **Total = 0**

Trainings – **Total = 2**

Fire – 1
Medical – 0
FEAT – 1

TOTAL EVENTS = 14