

# TRINITY CENTER COMMUNITY SERVICES DISTRICT

## BOARD OF DIRECTORS MEETING

Regular Meeting

Sept. 1, 2015

The meeting was called to order by Glen Ahmann at 6:30 p.m. Other members present were Virginia Allin, Pat Frost and Drew Rusnak. Mike McHugh was absent. 5 members of the public were also present including the Fire Chief and the General Manager.

### Announcements

Glen Ahmann announced that Mike McHugh would not be in attendance at the meeting tonight.

Minutes of the last meeting were posted on the web site and were available at the meeting. Drew Rusnak made a motion that the minutes be accepted as written. It was seconded by Pat Frost. The minutes were accepted unanimously as written.

CSD Financial report was made available. The balance also is only the last month's balance minus the bills for payment each month until the County closes the books. Jan Bellinger reported that the balance reflects the duplicate payment of \$3777.36 from USDA that has not been refunded to them yet. We are still waiting on the information from the Forest Service to make the refund. The balance after the bills are paid tonight is \$159,925.36.

TCVFD Financial report was made available. Linda Magni reported that the balance does not reflect a donation from SPI of \$2500.00. The deposit will be made soon. The balance is \$55,339.83.

TCVFD Auxiliary Financial report was made available. The balance is \$28,373.61.

### Unfinished Business

Update on Letters to Property Owners Regarding Fire Hazards – Pat Frost has not had a chance to write the letters yet. He will work on them. Glen Ahmann noted that there are other properties in the same area as reported last month that may need letters sent as well.

Update on 2014/2015 Annual Audit – Jan Bellinger reported that a letter declining the services for the annual audit to Fechter & Company was sent out. Jan called John Blomberg and he has agreed to conduct the annual audit this year for the same price as last year, \$1875.00. He also gave a quote for the following three years of \$1975.00. He will be calling Jan to set up the audit visit for this year and it should be much earlier this year. Glen Ahmann recommended the CSD use Blomberg & Griffin for the audit this year. All were in agreement.

Update on Mutual Aid Reimbursement for Coffee Creek Fire from last summer – Steve Renten reported that the Forest Service owed the VFD two payments. One for \$3777.36 which was received twice. The refund is pending receipt of return information from the Forest Service. The second is for about \$16,000.00 which has not been received. It is still being processed.

Steve also reported that the billing has gone in for TC VFD and Coffee Creek VFD's participation in on the Captain fire.

### Communications & Director Reports

Glen Ahmann confirmed that Virginia Allin did not submit the election paperwork. Pat Frost and Glen Ahmann both submitted theirs. This will leave one seat open on the Board.

Pat Frost reported that he received an e-mail from Lara Graham at the Forest Service saying the North Lake Fuels project is taking the next step and has an officially signed project initiation letter which is something the Rangers have to sign to allow them to start doing the NEPA.

Jan Bellinger reported that a letter was received from GSRMA announcing their 11<sup>th</sup> annual training conference on Oct. 22, 2015 at Rolling Hills Resort. If anyone is interested they can contact Jan for information.

Jan also reported that the State Controller sent a notice that the Special Districts Financial Transaction Report is due this month. Glen Ahmann and Jan will work in the report.

Jan reported that the Trinity Center Mutual Water Company sent out a notice of their Shareholder's meeting and a proxy card, however, it was received after this agenda had already been posted. Glen Ahmann explained that the Water Comp. does not bill the CSD for their water, it is donated. The main topic on the Water Comp. agenda is their budget. Pat Frost made a motion to take this item up as an emergency item. The motion was seconded by Drew Rusnak. The motion passed unanimously. After some discussion Pat Frost made a motion to appoint Steve Renten as the proxy. There was a second by Virginia Allin. The motion passed unanimously.

### Public Comment

Glen Ahmann reminded everyone of the Lion's fly in BBQ this weekend. The BBQ is Sunday from 1:00pm-5:00pm at the Airporter.

Virginia Allin reported that the museum will be open also.

There is also a VFD fund raiser pancake breakfast Sat. from 8:30am-11:30am at the IOOF hall.

### New Business

Approve cost for Hydrants and hardware – Glen Ahmann reported that there is \$15,000.00 budgeted for hydrants and maintenance. One of the first things the CSD needs to do is to purchase a couple of more hydrants. Glen would like to get preapproval for \$7000.00 for Ken Rieke to purchase two hydrants and hardware. After some discussion Virginia Allin made a motion to approve \$7000.00 for the purchase of two hydrants and hardware. The motion was seconded by Drew Rusnak. The motion passed unanimously.

Glen reported that one of the hydrants at KOA has become a priority because it is leaking and there have been complaints by the campers.

Discuss/Approve Revised Resolution for CFAA Agreement – There were copies of the original resolution as well as a draft for a revised/new resolution available at the meeting. Steve Renten reported that after the original resolution was passed and submitted he received a call from a Deputy Chief from the Fire division of Cal OES in Sacramento. There is a problem with the wording in the resolution between the Forest Service and the State of California. They requested we remove the references to CFAA in the resolution and say that we are coming up with our own payment protocol for our own fire fighters.

Pat Frost asked if this request to change the resolution was in writing. No. Steve will try to get something in writing from his notes on the phone conversation for the records so there is a paper trail showing what was approved in May and what is going to be approved with the changes. Glen Ahmann asked about the changes on

the bottom portion of the resolution regarding the acceptance of the provisions of the CFAA. Steve explained that this resolution does not mean that the CSD is adopting the CFAA agreement we are just specifying conditions for portal to portal pay. Glen suggested that before the resolution is revised that a compensation policy be made. Glen, Steve and Pat Frost will meet to draft a compensation policy. This item will be placed on the Oct. agenda.

Discuss 2015 VFA Grant which was for \$3000.00 – Steve Renten explained that each year there is a grant opportunity for matching funds, 50% match, up to \$20,000.00 in requests. This year Steve applied for \$12,000.00 for a radio repeater for the south end of the District. He also applied for up to \$6000.00 for brass fittings. Steve explained that each year the grant has been brought before the Board. The grant requires a Board resolution to adopt the grant funds. The request for the repeater was turned down. The request for \$3000.00 for brass was approved. The resolution to accept the grant is due Dec. 1, 2015. It was agreed by all that this item will be placed on the Oct. agenda.

### General Manager Report

Erik Anderson had a written report available at the meeting. Erik reported that because of the drought, fires and other issues there was no testing of hydrants last month. They will move forward with the testing this month. Erik reported that a community member has pledged up to \$1000.00 donation towards wind as an alternative back up power source for the repeater. Erik reported that Pam, Steve and himself went to the repeater site last month took measurements. He included drawings of the repeater site in his report. He has contacted a company in Redding for ideas, recommendations and costs. Everyone agreed that an alternate source of power is a good idea.

### Fire Dept. Report

Steve Renten read the Fire Dept. report (attached). There were copies of the report available at the meeting. Steve reported that there were three special donations that have been received recently. SPI sent a check for \$2500.00 for a new fire hall. KOA sent a check for \$500.00. Kathy Ratcliff from TCLS contacted Steve regarding some old radios that they are retiring. Steve reported that the VFD has two radios that are not working properly. He will take one for the medical network and one for fire. TCLS will send out one UHF and one VHF radio this week.

### Bills for Payment

The list of bills to be paid was made available. After some discussion a motion was made by Pat Frost 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/System Access	\$46.21
Trinity PUD- Street Lights-includes drought relief surcharge	\$159.05
TDS Telecom-Telephone	\$54.70
Jan Bellinger-Salary	\$350.00
Trinity County DOT-Fuel	\$133.10

#### **Special Expenses**

Trinity County Solid Waste-Dump Fee	\$31.35
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Golden State Printers-Reprint of Run Reports	\$53.21
Trinity Hospital-Restock 306	\$2.85
Suzanne Heinig-Fire House Cleaning-June/July	\$60.00
Robert Bryant-Napa for pin striping	\$8.68
Mike McHugh-Battery-Generator	\$64.45
Total - Checks for payment	\$963.60
Balance as of 8/31/15 (includes deposits from County)	\$160,888.96
New Balance	\$159,925.36

### Adjournment

Meeting adjourned at 7:21p.m.

### Items for next regular meeting agenda:

Discuss/Approve Revised/New Resolution for CFAA Agreement

Discuss/Approve Compensation Pay Policy

Discuss/Approve Resolution to Accept 2015 VFA Grant

Next Regular Meeting: Oct. 6, 2015

Jan Bellinger – Secretary

## Trinity Center Volunteer Fire Department Monthly Report August, 2015

<b>Incident Type</b>	<b>Count</b>	<b>Notes</b>
<b>Fire</b>	<b>0</b>	
<i>Coffee Creek</i>	0	
<i>Trinity Center</i>	0	
<i>Annex</i>	0	
<b>Medical</b>	<b>6</b>	
<i>Coffee Creek</i>	4	Automatic Aid
<i>Trinity Center</i>	1	
<i>Other</i>	1	
<b>MVA</b>	<b>0</b>	
<i>Coffee Creek</i>	0	
<i>Trinity Center</i>	0	
<i>Annex</i>	0	
<b>Public Assist</b>	<b>0</b>	
<i>Coffee Creek</i>	0	
<i>Trinity Center</i>	0	
<i>Annex</i>	0	
<b>Training</b>	<b>3</b>	2 Fire + 1 EMS
<b>Work Parties</b>	<b>0</b>	
<b>Total Convocations</b>	<b>9</b>	

<b>Type</b>	<b>Vol Hrs</b>	<b>Notes</b>
Incident Responses	31	
Training	26	
Work Details	0	
Individual Admin/Mgmt	100	Category includes Individual Contributions for: Firehouse & vehicle maint, public contact, training, correspondence, ambulance readiness, certification maint & other
FEAT Hours	0	
<b>Total Volunteer Hrs</b>	<b>157.00</b>	