

TRINITY CENTER COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS MEETING

Regular Meeting

Oct 6, 2015

The meeting was called to order by Glen Ahmann at 6:30 p.m. Other members present were Virginia Allin, Pat Frost and Mike McHugh. Drew Rusnak was absent. 8 members of the public were also present including the Fire Chief, General Manager and County Supervisor.

Announcements

Glen Ahmann announced that Drew Rusnak would not be in attendance at the meeting tonight and will most likely miss the next meeting as well.

Glen welcomed everyone to the meeting and noted that Keith Groves our County Supervisor was in attendance.

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

CSD Financial report was made available. The balance is only the last month's balance minus the bills for payment each month until the County closes the books. Jan Bellinger reported that there was a deposit of 8 checks for \$918.00 from the State Controller for Mandated Cost for the Brown Act/Open Meeting Act from 1994-2002. The balance after the bills are paid tonight including the deposit will be \$154,595.21.

TCVFD Financial report was made available. The balance is \$58,598.80.

TCVFD Auxiliary Financial report was made available. The balance is \$29,803.72.

Unfinished Business

Update on Mutual Aid Reimbursement for Coffee Creek Fire from last summer – Steve Renten followed up on the invoice for the double payment that the Forest Service sent us. They have been too busy to process it yet. The larger amount has been approved in Albuquerque and sent back to Redding for counter approval and then it will be sent back to Albuquerque for the check to be printed. The submission for our attendance at the Captain fire from this July went in about a month ago.

Steve also reported that at the Fire Chief's meeting the OES Fire Chief announced that the Forest Service decided to have their lawyers look at all of the reimbursement agreements. The OES Chief said that in addition to the normal cycle of 210 days to receive the invoices from the Forest Service expect to add 90 days to that.

Update on Letters to Property Owners Regarding Fire Hazards – Glen Ahmann explained that this item has been ongoing for the last couple of months regarding citizens with concerns over property near them which pose a fire hazard. Pat Frost reported that he, Glen Ahmann and Steve Renten have finalized a letter for lots with no structures on them but are a risk to neighboring homes and is almost finished with a letter that deals with lots that have their own home on them that also have too much vegetation on them and are a risk to adjacent properties. When Glen and Pat went out to take pictures of the lots with complaints they found more lots in the same area. Pat suggests that in the spring there be walk arounds with people identifying what is good

about their property as well as things they can do to clean up their property such as clean out rain gutters and trim vegetation hanging over roofs. They are hoping to get the letters with pictures of the problem areas out in the next couple of weeks.

Discuss/Approve New Resolution for CFAA Agreement – Glen Ahmann explained that this item has been on the agenda for the last couple of meetings. It item is closely tied to one of the new business agenda items, the Discuss/Approve Compensation Pay Policy. Steve Renten explained that the CFAA (California Firefighting Assistance Act) is a joint State, Federal and Local agreement. The idea is to specify the terms of payment when one agency calls another agency to assist with an incident. This resolutions states that under an extremely limited set of circumstances that the District and the Fire Department may pay individual fire fighters for their participation if they are called under this Act. Steve explained that we passed a resolution supporting this in May however, Steve received a call from a Deputy Chief at California Office of Emergency Services stating that the wording of our resolution did not pass their linguistics test and he asked that we come up with another resolution. Mary Lou Razzeto asked if our volunteer firefighters are paid for their services will they be covered under CalFire or Forest Service worker's comp or will they be covered by TC VFD worker's comp. Jan Bellinger will contact GSRMA to see how the worker's compensation insurance is handled if the volunteers are paid. Glen Ahmann reported that he and Steve met to work on a pay policy but they didn't have a sample compensation policy available and were not able to come up with a draft policy for his meeting. Steve had samples of the Weaverville Fire Dept. pay policy available at the meeting. Glen suggested that the format of this resolution be looked at a little more along with a pay policy and then be brought back to the Board for approval. All were in agreement to continue to work on these items.

Discuss/Approve Audit Proposal from Blomberg – Glen Ahmann reported that last month the Board made a decision to use Blomberg and Griffin to perform the annual audit this year. Jan Bellinger has made the arrangements to meet Oct. 21, 2015 to work on the audit with them. This year they will charge the same amount of \$1,875.00 as the past years. Jan received a proposal for the next 3 years of \$1,975.00 per year. Glen reminded that when RFP's were sent out earlier this year out of four requests that were sent we only received one bid which was more than twice this amount. Keith Groves suggested the Board look into biannual audits. Virginia Allin made a motion to use Blomberg and Griffin to perform the annual audit for the next three years. The motion was seconded by Mike McHugh. The motion passed unanimously.

Discuss/Approve Resolution to Accept 2015 VFA Grant – Steve Renten explained that this is a grant from the USDA administered by the California Department of Forestry called Volunteer Firefighters Assistance Act. The grant is up to \$20,000.00 with a 50% match. The District has applied for these types of grants since 2011. This year the Department has been approved to spend up to \$6,000.00 on brass for firefighting. This includes items such as wyes, nozzles and fittings. The Department will get 50% of the cost back with the grant. The resolution is for up to \$3,000.00. The resolution to accept the grant is due in Sacramento by Dec. 1, 2015. Steve put in a request for a Micro Repeater for the South end of the District and a computer and projector for training but these items were turned down. Pat Frost questioned the date at the top of the resolution as well as the resolution number. Jan Bellinger will correct them.

After some discussion Pat Frost made a motion to approve the resolution with the changes discussed. There was a second by Virginia Allin. The motion passed unanimously.

Steve requested the Board take over soliciting the grants. Mike McHugh suggested that this is not a Board function and suggested the Board find a volunteer to take over the grant writing. Steve will request support from the Board when the next grant opportunity is available.

Communications & Director Reports

Jan Bellinger reported that she received a notice from the County that due to insufficient nominees the District does not have to go to election on November 3, 2015. They also sent the certificates and oath of office for Glen

Ahmann and Pat Frost. Jan administered the oaths prior to the meeting tonight. The certificates will be sent back to the County to be brought up to the Board of Supervisors for approval. Glen explained that there were three positions open and two have been filled.

Jan Bellinger also reported that she received an e-mail from GSRMA regarding a cyber incident. They had an outside company investigate it and they found that no information had been compromised.

Jan Bellinger reported that CSDA sent a mail ballot for use in voting to elect a representative to the CSDA Board of Directors for Seat A. There are two names on the ballot. The ballot is due November 27, 2015. This item will be placed on the November meeting agenda.

Steve Renten reported that the Fire Dept. has been contacted by the Water Shed Research and Training Center in Hayfork. They are similar to the RCD here in this area. They have been conducting prescribed burns for other areas in the County. They offer Fire Departments the opportunity to participate as a training activity. In talking to Coffee Creek VFD and Trinity Center CSD Chairman and reviewing the personnel roster it was determined engines and crews cannot be committed at this time. Volunteers may go as observers on their own time but not as a department activity.

Public Comment

Supervisor Keith Groves attended the meeting to give out information on Measure W, which is the TOT tax proposal increase. Keith had flyers available at the meeting. Keith explained the “hotel” tax that will be on the ballot for the November 3, 2015 election. He explained that this is an additional 5% tax. He showed how the additional tax would be used. This Measure requires a 2/3’s vote to pass. He is asking for the Board’s support on this Measure.

Keith also reported that he will be holding a Town Hall meeting on Oct. 15, 2015 at 7:00pm at the IOOF Hall.

New Business

Discuss/Approve Posting Opening for Board Position – Glen Ahmann explained that there were three Board member positions open. Two have been filled leaving one open position. This opening needs a notice of vacancy to be posted. There was a draft of the vacancy notice available at the meeting. After some discussion it was decided to change to date that the letters are due from any candidates to November 7, 2015 and to remove the sentence regarding the appointment at the December meeting. Mike McHugh made a motion to approve posting the Board vacancy position with the discussed changes. The motion was seconded by Pat Frost. The motion passed unanimously. Jan Bellinger will post the vacancy notice tomorrow.

Discuss/Approve purchase of equipment for new VFD member – Steve Renten reported that Whit Ashley has been voted into the Fire Dept. and the Dept. would like to purchase Structure gear, Wildland gear and boots for him. Steve is requesting approval to spend up to \$3,000.00 to purchase the gear for him. Pat Frost made a motion to approve up to \$3,000.00 for the purchase of new gear for the new volunteer. There was a second by Virginia Allin. The motion passed unanimously.

Discuss/Approve Compensation Pay Policy – Glen Ahmann explained that this item was already covered with the Discuss/Approve New Resolution for CFAA Agreement item from earlier in the meeting.

Discuss Strategy for Hydrant Replacements – Glen Ahmann reported that last month the Board approved the purchase of two new hydrants. Ken Rieke has purchased two hydrants. Glen explained that Trinity Center Mutual Water Comp. has been replacing the main lines in town and installing 6” lines. This gives the District a

chance to replace the 4" hydrants with new 6" hydrants. There are two major advantages to working with the Water Comp. to do this. The first is that with a 6" line it is better to have a 6" hydrant. The second is that the Water Comp. has agreed to pay for the installation labor costs of the hydrants. The two hydrants that Ken purchased have already been installed. Glen explained that the Board has approved replacing about two hydrants per year. Glen asked if when the Water Comp. starts replacing the water lines again in the spring does the Board want to commit extra funds to replace additional hydrants to 6" to take advantage of the opportunity to replace more old hydrants. This item does not need approval at this meeting it is only up for discussion. Glen will meet with Lyn Scott to get a better idea of how many hydrants may be needed and when they will need them. Pat Frost asked if there is a need to develop a long term replacement plan for the hydrants and if the budget should be changed to reflect that plan. Glen requested that the approval of the purchase of one more hydrant be placed on the next meeting's agenda. Glen reported that Ken has asked for an update on the list of priorities for hydrants that need repair. Erik Anderson suggested a smaller group get together to look at what is being done and start the hydrant testing again.

General Manager Report

Erik Anderson had a written report available at the meeting. Erik reported that there was no testing of hydrants in the last month due to the drought. They will start testing again this month and hopefully finish in November. Erik will check with the Water Comp. to update his chart on which hydrants have been replaced and tested. Erik reminded that last year the batteries at the Carville repeater site ran low and required a trip up to the site last December to recharge the batteries. He has contacted Top Hat Energy in Redding for information on Wind Turbine power. After looking at the information he realizes there is more continued investigation needed before a decision can be made on this. Erik also reported that in the middle of Sept. Pam Augspurger, Steve Renten and himself went up to the repeater site and installed a new, more efficient, PV controller which will help in the power in the winter. The District also needs to decide if they want to purchase new batteries for the repeater. Erik suggested a group may want to meet to discuss this before they are needed this winter. Glen Ahmann asked what needs to be done to determine how to address the battery issue such as can you add new batteries to old ones or should all of them be replaced. Keith Groves uses solar power and explained you cannot mix old batteries with new ones. Glen suggested a list of how many batteries are needed and what the cost would be to replace all of the batteries. Coffee Creek VFD could help with the cost as well since the repeater serves both Districts. Keith recommends using Energy Masters in Redding. He says the batteries should last ten years if they are well maintained. Keith also recommended adding more solar panels. Steve Renten and Erik will work on a proposal for what it will take to replace the batteries for the next meeting. Glen requested this item be placed on the next meeting's agenda.

Fire Dept. Report

Steve Renten read the Fire Dept. report (attached). There were copies of the report available at the meeting. Steve reported that from the big fires this year they have learned that because the vegetation is so dry the defensible space is not enough to help some structures. The fire danger is still very high. Steve also reported that he has appointed Tom Dinsmore as a Captain in the Fire Dept.

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 Virginia Allin. The motion passed unanimously that the following bills be paid:

Regular Expenses

Trinity PUD- Electric-Fire Hall-includes drought relief surcharge/System Access	\$41.70
Trinity PUD- Street Lights-includes drought relief surcharge	\$159.05
TDS Telecom-Telephone	\$55.09
Jan Bellinger-Salary	\$350.00
Special Expenses	
Trinity County Solid Waste-Dump Fee	\$14.25
L.N. Curtis-Web Belt	\$22.94
Trinity Hospital-Restock 306	\$46.57
Independent Business Forms-Print Checks	\$132.83
Sign Creations-Decals	\$151.20
Rieke Construction-Hydrants and Parts	\$5,666.22
Suzanne Heinig-Fire House Cleaning	\$60.00
Total - Checks for payment	\$6,699.85
Checks deposited from State Controller for Mandated Cost	\$918.00
Balance as of 9/30/15	\$160,377.06
New Balance	\$154,595.21

Adjournment

Meeting adjourned at 8:10p.m.

Items for next regular meeting agenda:

Discuss/Approve New Resolution for CFAA Agreement
 Discuss/Approve Compensation Pay Policy
 Vote on Mail Ballot to elect a representative to the CSDA Board of Directors for Seat A
 Discuss Appointment of Candidate for Board Position Opening
 Discuss/Approve Purchase of another Hydrant
 Discuss/Approve Purchase of Batteries for Repeater Site

Next Regular Meeting: Nov. 3, 2015

Jan Bellinger – Secretary

Trinity Center Volunteer Fire Department Monthly Report September, 2015

Incident Type	Count	Notes
Fire	1	
<i>Coffee Creek</i>	0	
<i>Trinity Center</i>	1	
<i>Annex</i>	0	
Medical	5	
<i>Coffee Creek</i>	2	Automatic Aid
<i>Trinity Center</i>	1	
<i>Other</i>	2	
MVA	1	
<i>Coffee Creek</i>	0	
<i>Trinity Center</i>	1	
<i>Annex</i>	0	
Public Assist	1	
<i>Coffee Creek</i>	0	
<i>Trinity Center</i>	1	
<i>Annex</i>	0	
Training	3	2 Fire + 1 EMS
Work Parties	0	
Total Convocations	11	

Type	Vol Hrs	Notes
Incident Responses	43	
Training	32	
Work Details	0	
Individual Admin/Mgmt	116	Category includes Individual Contributions for: Firehouse & vehicle maint, public contact, training, correspondence, ambulance readiness, certification maint & other
FEAT Hours	40	
Total Volunteer Hrs	231	