

# TRINITY CENTER COMMUNITY SERVICES DISTRICT

## BOARD OF DIRECTORS MEETING

Regular Meeting

Dec. 1, 2015

The meeting was called to order by Glen Ahmann at 6:33 p.m. Other members present were Virginia Allin, Pat Frost and Drew Rusnak. Mike McHugh was absent. 6 members of the public were also present including the Fire Chief and General Manager.

### Announcements

Glen Ahmann announced that Mike McHugh would not be in attendance at the meeting tonight. Pat Frost reported that there are fliers available at the meeting regarding an RCD, Natural Resources Conservation Service and Cooperative Extension CalFire workshop Tuesday Dec. 8, 2015, from 6:30pm-8:00pm at the fire hall in Weaverville, on tree mortality.

Minutes of the last meeting were posted on the web site and were available at the meeting. Steve Renten had an amendment to the minutes. On page 3 under the Fire Dept. Report it should read “congratulate the Trinity Center Volunteer Fire Dept., as well as other Trinity County Fire Departments, for their significant improvements” instead of “congratulate the Trinity Center Volunteer Fire Dept. for their significant improvements”. Pat Frost made a motion that the minutes be accepted as written with the above amendment. It was seconded by Virginia Allin. The minutes were accepted unanimously as written with the above amendment.

CSD Financial report was made available. The balance after the bills are paid tonight will be \$169,026.22. Jan Bellinger reported that the balance reflects deposits from June until Oct. when the County books closed.

TCVFD Financial report was made available. The balance is \$82,467.54.

TCVFD Auxiliary Financial report was made available. The balance is \$6,576.80.

### Unfinished Business

Update on Mutual Aid Reimbursement for Coffee Creek Fire from last summer – Steve Renten reported that the \$17,000.00 payment still has not been received. Steve reported that he received paperwork back from the Forest Service including many of the original documents pointing out that were inconsistencies in rates for individuals to be paid and hours report. Steve will work on the reports and resubmit them.

The invoice for the double payment of \$3,777.00 that the Forest Service sent us still has not been received so the CSD can't make the repayment to them yet.

Discuss/Approve Compensation Pay Policy – Glen Ahmann reviewed the history of this item and explained that this item goes along with the Resolution that was passed at previous meetings. He made some changes to the policy related to the comments and questions from last month. Jan Bellinger explained that, when pushed for written evidence that our firefighters would be covered for Workers Compensation if paid as independent contractors, they clarified that they will only cover the volunteers for Workers Compensation insurance if they are paid as employees and not as independent contractors. Glen explained that to pay employees we will have to deal with payroll issues including withholdings, employee fees, taxes and accruing sick leave. After discussion

it was agreed that we would not adopt the Pay Policy because of the issues with insurance and implementation of payroll, as well as the fact that applicable incident opportunities are rare and our department is not big enough to be sending strike teams off for extended periods without jeopardizing our own community. Pat Frost asked if we do not adopt the pay policy what happens with the resolution that refers to the policy. After some discussion Pat suggested it be made an agenda item for the next meeting to rescind the resolution that was passed referring to the pay policy and that this item be closed. All were in agreement.

Discuss Appointment of Candidate for Board Position Opening – Glen Ahmann reported that only one letter was received and that was from Virginia Allin. Pat Frost made a motion to appoint Virginia Allin to the vacant Board position. There was a second by Drew Rusnak. The motion passed unanimously. Jan Bellinger will give Virginia the oath of office after Dec. 4, 2015 when her term expires.

### Communications & Director Reports

Glen Ahmann reported that Pat Frost was notified by the Forest Service that it would be a good time for us to send another letter of support for the North Lake Fuels Reduction project. Pat drafted a letter and Glen signed it and it has been sent out. There was a deadline on the letter which is why it was sent before the meeting. The support letters have been approved at previous meetings.

Glen also reported that Friday Dec. 11, 2015 at 6:00pm there will be a community meeting at the IOOF hall that was set up by Supervisor Keith Groves with the forest service to talk about the project.

Jan Bellinger reported that she received an Administrative Salary Benefits Survey from CSDA. She will meet with Glen to fill it out and return it to them.

Jan reported she also received for CSDA the annual correction form. It has been filled out and sent back.

Jan received information on the County worker's comp reimbursement. She has already turned in all of the forms. We should be receiving \$1642.85 in the spring.

Jan received the revised general terms and conditions from Amerigas. If anyone would like to read it please contact Jan.

Pat Frost reported that he met with the RCD's new manager today. There is a grant opportunity to do defensible space fuel reduction type projects on private residential land in communities. Pat will bring a draft letter for Board support of the project at the January meeting.

### Public Comment

Wyatt Ribarich said that today is "National Gift Giving day". He would like to thank everyone for their service.

### New Business

Discuss Proposal from Amerigas Propane – Glen Ahmann reported that at the last meeting there was an unsolicited proposal from Campora Propane. Jan requested a proposal from Amerigas since there is not one in place with them and they are our current propane provider. Glen reported that Steve was going to check to see how many of the volunteers are taking advantage of the current discount. Steve reported that there are only two volunteers using Amerigas and of those one is not using the discount and the other is unsure if they are or not. Glen reported that both companies use an index for pricing. Both also offer a discount to the volunteers. In comparing the two proposals our current service has lower costs. Pat Frost made a motion to authorize the Chairman to sign the proposal with Amerigas and stay with the current provider. The motion was seconded by Virginia Allin. The motion passed unanimously.

### General Manager Report

Erik Anderson had a written report available at the meeting. Erik reported that there was hydrant testing scheduled but it got delayed because they were working on the Carville repeater project.

Erik reported that the Carville repeater is now operational with the new battery pack. It has more than double the capacity than before. They rushed to get it into place before Thanksgiving and the storms. Steve assembled a heavy duty wooden rack to hold the batteries. The total cost for the project was \$3142.93, which is under budget. Glen thanked everyone for their work on this project. The VFD will prepare an invoice for the CSD to reimburse them for the expenses after Coffee Creek VFD determines what they are going to contribute.

### Fire Dept. Report

Steve Renten read the Fire Dept. report (attached). There were copies of the report available at the meeting. Steve reported that as Erik pointed out the major project this month was the Carville power system operation. Steve also reported that he and Tony Valls, the interim Chief of Coffee Creek VFD, went to a weekend long class put on by on under the opuses of the National Fire Academy.

Last month there was a kick back from the VFA grant. The administrator didn't like the way that it appeared that the Chairman of the Board had authorized the Chairman of the Board to be the authorized representative. As an alternative they accepted a copy of the minutes of the meeting where it was approved accepting the grant.

Steve reported that he took the SCBA's to Weaverville for the annual recertification. One was found to not be in good working order. Someone in Weaverville had recently taken the manufactures class in how to adjust them and Steve got a call today that it has been fixed. Steve will pick it up tomorrow.

Steve wanted to address the vegetation management items the Pat Frost brought up earlier in the meeting. Steve updated that the defensible space letters were sent out to two property owners in Trinity Center. He has not received any response from the letters. Steve suggested that as an agenda item for the next meeting Future Vegetation Management Procedures be discussed. He said that the Authorized Fire Chief has authority under some provisions of the Health and Safety Code and can order someone to obey hazards and turn it over to the DA for a mistamener follow up if they do not comply. Steve also found out there are two organizations that may be able to help with abatements. One is the CalFire and Dept. of Corrections operation where they bring inmates to do roadside clearing and other projects. They charge about \$200.00 per day for a crew of 15 but they cannot work around a residence or school. The other is the CCC However, they charge \$20.00 per hour per person. Another avenue is to bill the resident back if they are given an abatement order that they do not obey. We would have to pay the CCC up front and then bill the resident in arrears for the work done. Discuss Future Vegetation Management Procedures will be place on the next month's agenda.

### 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 | \$34.73  |
| Trinity PUD- Street Lights-includes drought relief surcharge                    | \$159.05 |

|  |              |
|--|--------------|
| TDS Telecom-Telephone                                  | \$55.63      |
| Jan Bellinger-Salary                                   | \$350.00     |
| Trinity DOT-Fuel                                       | \$27.68      |
| <b>Special Expenses</b>                                |              |
| Amerigas-Propane                                       | \$205.50     |
| TCLS-Education-Bunce & Renten                          | \$20.00      |
| Steve Renten-Postage-VFA letters                       | \$2.45       |
| Total - Checks for payment                             | \$855.04     |
| Balance as of 11/30/15 includes deposits from July-Oct | \$169,881.26 |
| New Balance  | \$169,026.22 |

### Adjournment

Meeting adjourned at 7:41p.m.

### Items for next regular meeting agenda:

Cancel/Rescind Resolution 2015-04  
Discuss Future Vegetation Management Procedures

Next Regular Meeting: Jan. 5, 2016

Jan Bellinger – Secretary

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

| Incident Type             | Count    | Notes          |
|---------------------------|----------|----------------|
| <b>Fire</b>               | <b>0</b> |                |
| <i>Coffee Creek</i>       | 0        |                |
| <i>Trinity Center</i>     | 0        |                |
| <i>Annex</i>              | 0        |                |
| <b>Medical</b>            | <b>2</b> |                |
| <i>Coffee Creek</i>       | 1        | Automatic Aid  |
| <i>Trinity Center</i>     | 0        |                |
| <i>Annex</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>1</b> |                |
| <i>Coffee Creek</i>       | 0        |                |
| <i>Trinity Center</i>     | 1        |                |
| <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>7</b> |                |

| Type                       | Vol Hrs       | Notes   |
|----------------------------|---------------|---|
| Incident Responses         | 10.25         |   |
| Training                   | 26            |   |
| Work Details               | 0             |   |
| Individual Admin/Mgmt      | 300           | 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>336.25</b> |   |