

TRINITY CENTER COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS MEETING

Regular Meeting

Feb. 2, 2016

The meeting was called to order by Mike McHugh at 6:32 p.m. Other members present were Glen Ahmann, Virginia Allin, Pat Frost and Drew Rusnak. 8 members of the public were also present including the Fire Chief and General Manager.

Announcements

Mike McHugh reminded everyone of the upcoming community event which is a town hall meeting on Friday Feb. 5th at 6:00pm at the IOOF Hall that Supervisor Keith Groves is calling with the subjects being updates in his District and the big topic being the progress of the commercial marijuana ordinance. Everyone is encouraged to attend.

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 Glen Ahmann. The minutes were accepted unanimously as written.

CSD Financial report was made available. The balance after the bills are paid tonight will be \$201,442.23. Jan Bellinger explained that the total includes a deposit from Coffee Creek VFD for half of the repeater upgrade costs and taxes from the County not previously posted.

TCVFD Financial report was made available. The balance is \$82,547.08.

TCVFD Auxiliary Financial report was made available. The balance is \$7,602.80.

Unfinished Business

Update on Mutual Aid Reimbursement for Coffee Creek Fire from summer 2014 – Steve Renten reported that last Thursday the Albuquerque Forest Service Office revealed all of the defects in our reimbursement claims for the fire. The entire claim has been returned to Steve. There are a number of inconsistencies in our hours and rates claimed for services on various days and on different documents. Steve will work on correcting the problems and resubmit the claim.

Communications & Director Reports

Jan Bellinger reported that she has received a letter from Trinity County DOT saying that there has been an error in the fuel rates from January 2015 – October 2015 and they are in the process of rectifying the situation. We can expect to receive a credit by the end of the week.

Jan reported that she received a notice from the California State Controller Office regarding the 2015 Government Compensation in California Report. It is due April 30, 2016. Jan reported that she has already filled out the form and sent it in.

Jan reported that she received an e-mail from CSDA regarding the new Brown Act Opinion issued by the Attorney General. It states that if local agencies make an attempt to post the agenda on a web site as well as the regular physical places and that web site is temporarily down or inaccessible for a short period of time the agency is not in violation of the Brown Act and may hold its regular scheduled meeting.

Jan also reported that she received an e-mail from GSRMA regarding a Critical Incident Response regional training schedule. She will give a copy to Steve Renten. If anyone else is interested they can contact her for more information.

Jan reminded the Board members that the Form 700 and the Ethics training are both due by the end of March.

Pat Frost reported that Lara Graham at the Fire Safe Counsel meeting said that the NEPA documents for the North Lake Fuels Reduction Project is still scheduled to be signed this month. She is working with the RCD to submit it for funding to the Title 2 act.

Pat also reported that the Fire Safe Counsel is working on its every 5 year update of the Trinity County Community Wild Fire Protection Plan and would like to schedule a community meeting in March to go over the plan and where the project priorities are and what has changed. Pat will work with them to schedule the meeting.

Pat reported that the RCD is poised to get a signed agreement with the Forest Service for a community chipping program. This is a grant project and will be for all private property, no public property. Mike McHugh suggested this could be tied with the outreach to properties identified as having vegetation hazards.

Steve Renten reported that the Community Wildfire Protection Plan can have beneficial consequences for the District in addition to having a nice plan. SRA fees may start being used to back up some of the mitigations called for in the plan. CalFire may be tying some of their efforts to this plan if the funding opens up. The Forest Service has said that it is easier for them to tag onto an existing project than it is to start a new project.

Mike McHugh had an update on the fuels reduction at the airport. The con crews have been working for 6 weeks and there is a lot less fuel. They have been burning as they go and have burnt all of the piles of debris that they left from last year.

Mike also reported that he received a notice regarding the SRA fee protest lawsuits that people have filed. The class action law suit was certified as a class.

Renew Annual Encroachment Permit – Jan Bellinger reported that the annual Encroachment Permit is due. This does not require any money just a signature on the form and a certificate of insurance naming the County as an insurer. Jan has already gotten the certificate and will send the signed form in.

Public Comment

Wyatt Ribarich thanked everyone again for their service and for coming out in the cold weather. He also acknowledged Steve Renten as Fire Chief for the organization that he has done on keeping track of how much service has actually been given to the community. On the basis of the report that Steve gave last month he wanted to acknowledge Glen Ahmann's extraordinary service to the community.

New Business

Accept Annual Audit Report – There were copies of the Annual Audit Report available at the meeting. Glen Ahmann reported that last month the Board reviewed that draft audit report. The final report has been received with the changes requested from the last meeting. The conclusion of the audit were favorable and no problems or deficiencies were found. Glen Ahmann made a motion to accept the Annual Audit Report as presented. There was a second by Pat Frost. The motion passed unanimously.

Mid-Year Budget Review – Glen Ahmann reported that normally this is done in early January but since the County reports were not received in time to do it for the January meeting it was moved to this month. Glen explained that he arrived at the figures by using the County report from the end of the year and added the bills that were paid at the January meeting and the bills that will be paid at tonight's meeting and compared them to the budget projection. He explained that there are a couple of items that will be moved from one account to another but the totals will not change. Overall the budget is on track and the District is doing well.

Approve Filling Out “How Much are Audits Costing You?” Survey for CSDA – Mike McHugh reported a survey request from CSDA was received via e-mail regarding the cost of our annual audit. There are only 4 questions on the survey. Jan Bellinger read the questions. Mike recommended the Board have Glen Ahmann or Jan fill out the survey. All were in agreement.

Fire Engine Maintenance – Discuss/Approve Expenditure for Repair of Unit 1134 – Steve Renten reported that 1134 is the small firefighting rig that was purchased in 2004. It was taken to a fire response about two weeks ago and the water pump stopped running and will not restart. Because of the way the truck is built with the equipment compartments, water pump, air compressor and diesel engine in between the cabinets which are hard mounted to the bed of the truck there is no service access to the oil filters, fuel lines etc. Fred Maddox looked at the truck and determined that there is no way to service the equipment on the back of the truck. He said if we dismount some of the compartments and/or modify the skid unit so that it can be pulled back for access then you can get to the oil filters for servicing. There are three filters that can't be reached. Fred has paired up with a truck repair outfit that includes an avionics specialist. Everything on the truck is hard wired so when they start dismantling the truck to get to into the pump engine everything will have to be unwired. The same goes for the plumbing for the pump water. They suggest everything be modularized so it can be serviced in the future. Fred estimates this oil change with the changes required will cost between \$10,000.00-\$15,000.00. Glen Ahmann commented that as a responder, from his perspective this is one of our most valuable fire engines. It holds more water than 1123, it's quick to get into and any of the responders can drive it because it does not require a truck license to drive. It is felt that it is a very important vehicle to the dept. Mike McHugh and Steve reported to purchase a comparable vehicle would be \$75,000.00-\$90,000.00. After some discussion Glen Ahmann made a motion to approve the repair to 1134 not to exceed \$15,000.00. The motion was seconded by Virginia Allin. The motion passed unanimously.

Glen Ahmann requested Discuss/Approve Funds to Upgrade to the Storage Shed for 1134 be placed on the next agenda.

General Manager Report

Erik Anderson had a written report available at the meeting. Erik reported that due to the winter conditions there were no hydrants tested in January. The testing will continue when the weather permits.

Erik reported that the Carrville Repeater, some time on January 20th, early in the morning did not respond but later in the afternoon about 5pm it was responding again. We have had a number of cloudy days.

Erik also reported that they have had a couple of meetings on the fire house project. They are trying to decide by March which way to go, either keeping the existing structure and add on to it or build a whole new structure.

Fire Dept. Report

Steve Renten read the Fire Dept. report (attached). There were copies of the monthly report as well as the annual report available at the meeting.

Steve reported that on the last fire response TC VFD only had two responders and CC VFD had one. The Fire Department needs more volunteers.

Steve updated the information on the Carrville Repeater. The repeater failed in the middle of a page out. Since that time they have implemented a work around procedure because Coffee Creek VFD cannot be reached by the Oregon repeater. The FEAT people have stepped up to make sure that the phone tree is started in Coffee Creek if there is a call out. Steve reported that the repeater ran for about 7 weeks with very little sunlight. When the battery upgrades were made it was estimated the repeater could last about 2 weeks with dark days. Steve would like to bring up the subject of putting a small wind powered electric generator at the repeater site. He reported that there has been plenty of wind with the storms even at night and we could be generating electricity for the repeater. He has researched the wind powered electric generators and they run about \$5000.00 for a 1 kilowatt generator. Steve would like to advise the Board that this is an option to augment what is already at the repeater site to make power even in the dark. Steve and Erik will look into other pricing options.

Steve gave an update on the grant that he put together. He turned it in the middle of January. The grant was for \$275,000.00 for a class of vehicle called a mini pumper/quick attack vehicle. We are looking for an NFPA 1901 compliant mini pumper. The grant is a 5% match grant.

Steve was especially pleased to present that Bob Bryant has accepted his request to become the Assistant Fire Chief.

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/System Access	\$83.56
Trinity PUD- Street Lights-includes drought relief surcharge	\$159.05
TDS Telecom-Telephone	\$56.45
Jan Bellinger-Salary	\$350.00

Special Expenses

Trinity County DOT-Fuel	\$96.14
Verizon-Annual Directory Listing for ISO	\$60.46
RWS Services- Service Radio	\$63.07
Trinity Hospital-Restock 306	\$73.77
Amerigas-Propane	\$333.59
Total - Checks for payment	\$1,276.09
Balance as of 1/31/16	\$169,881.26
Deposit-Coffee Creek VFD Reimbursement for Carrville Repeater Upgrades	\$1,686.46
Deposits-Trinity County-Taxes-Workers Comp Reimbursement	\$31,150.60

New Balance

\$201,442.23

Adjournment

Meeting adjourned at 7:34 p.m.

Items for next regular meeting agenda:

Update on Mutual Aid Reimbursement for Coffee Creek Fire from summer 2014
Discuss/Approve Funds to Upgrade to the Storage Shed for 1134

Next Regular Meeting: March 1, 2016

Jan Bellinger – Secretary

Trinity Center Volunteer Fire Department Monthly Report January 2016

Incident

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

Type	Vol Hrs	Notes
Incident Responses	24	
Training	25	
Work Details	0	
Individual Admin/Mgmt	253	Category includes Individual Contributions for: Firehouse & vehicle maint, public contact, training, correspondence, ambulance readiness, certification maint & other
FEAT Hours	12	
Total Volunteer Hrs	314	