

TRINITY CENTER COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS MEETING

Regular Meeting

January 3, 2017

The meeting was called to order by Mike McHugh at 6:30 p.m. Other members present were Glen Ahmann and Virginia Allin. Drew Rusnak and Pat Frost were absent. 2 members of the public were also present including the Fire Chief.

Announcements

Mike McHugh announced that Pat Frost, Erik Anderson and Drew Rusnak would not be present at the meeting tonight because of the snow.

Jan Bellinger announced that Drew Rusnak would not be present at the February and March meetings as well.

Elect new Chair and Vice Chair – Mike McHugh explained that each year a new Chair and Vice Chair are elected. Glen Ahmann made a motion to nominate Pat Frost for Chairman. The motion was seconded by Virginia Allin. The motion passed unanimously. There was a motion made by Virginia Allin to nominate Glen Ahmann for Vice Chairman. The motion was seconded by Glen Ahmann. The motion passed unanimously.

Since Pat Frost was not present at this meeting Glen Ahmann, as Vice Chairman, took over as Chairman of this meeting.

Minutes of the last meeting were posted on the web site and were available at the meeting. Virginia Allin made a motion that the minutes be accepted as written. There was a second by Mike McHugh. The minutes of the meeting were accepted unanimously as written.

CSD Financial report was made available. The balance after the bills are paid tonight will be \$149,248.88

TCVFD Financial report was made available. The balance is \$72,001.10.

TCVFD Auxiliary Financial report was made available. The balance is \$33,387.67.

Unfinished Business

None

Communications & Director Reports

Jan Bellinger reported that the annual information correction form from CSDA was received. Jan will make the corrections for the new Chairman and Vice Chairman and return the form.

Public Comment

None

New Business

Review draft MD&A – Glen Ahmann explained that the MD&A (Management Discussion and Analysis) is due each year with the annual audit report. Glen had a draft copy available at the meeting and explained that some of the figures will change once the County books are closed and the Auditor's report is completed. Glen also explained that the figures will be a little different than the Auditor's because they use an accrual method and the County uses actual or cash method of accounting. Glen reviewed the report. After some discussion, Mike McHugh suggested the draft not be approved at this meeting and instead wait and approve the final MD&A report. Everyone was in agreement to wait until the final MD&A report is presented to approve it.

Mid-Year Financial Review – Glen Ahmann had spread sheet copies available at the meeting for the 2016/2017 fiscal mid-year review. Glen reviewed the expenses and revenues for the year. He noted a few adjustments and explained the figures. Overall the budget is on track.

Discuss and approve agreement for paying for EMT class in advance for Tiffani McLaughlin – Glen Ahmann explained that Tiffani expressed interest in attending the EMT class at TCLS in January. There was a generous donation given by a local citizen of \$600.00 to cover the cost of the class. Glen explained that the Board needs to approve the agreement to pay in advance for Tiffani's class. Mike McHugh made a motion to approve the agreement between the CSD and Tiffani McLaughlin in the amount of \$600.00. There was a second by Virginia Allin. The motion passed unanimously.

General Manager Report

Erik Anderson was absent and sent Jan a written report which was available at the meeting. In his written report, Erik reported that there was no hydrant testing last month. Erik also reported that he has the bracing and framework ready but will need a break in the weather to be able to finish the installation of the solar panel for the Carville Repeater. He submitted the receipts for reimbursement of the solar panel and parts for a total of \$450.46.

Fire Dept. Report

Steve Renten read the Fire Dept. report and the 2016 Annual OP Stats Report (attached). There were copies of the monthly reports available at the meeting. Steve reported that the incident count is up from 2015.

Steve reported that, as discussed in prior meetings, the ordering procedure for medical helicopters had been turned back over to the Trinity County Sheriff's office. CalFire has decided they are not the appropriate agency to handle the call outs for this area.

Steve reported that they have received the laptop computer for training and wanted to publicly thank the Trinity Lake Loin's club for their generous donation to purchase it.

Steve also thanked the CSD Board for responding to the situation with the increased fees for people becoming EMT's. The fee more than doubled.

Bills for Payment

The list of bills to be paid was made available. After some discussion, a motion was made by Mike McHugh that the list of bills be paid as stated. There was a second 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	\$132.36
Trinity PUD- Street Lights-includes drought relief surcharge	\$159.05
TDS Telecom-Telephone	\$55.94
Jan Bellinger-Salary	\$400.00

Special Expenses

Trinity County Fire Chief's Assoc.-Annual dues	\$35.00
AmeriGas-Propane	\$142.62
SwissPhone-Pagers- (VFA Grant)	\$2,439.63
NTILA-IOOF Hall annual rental	\$240.00
TCLS-EMT Class for Tiffani McLaughlin	\$600.00
Erik Anderson-Repeater Panel and parts	\$450.46
Trinity DOT-Fuel	\$47.35
Total - Checks for payment	\$4,702.41
Balance as of 12/31/16	\$153,351.29
Deposit-Razzeto's for EMT Class	\$600.00
New Balance	\$149,248.88

Adjournment

Meeting adjourned at 7:07 p.m.

Items for next regular meeting agenda:

Approve MD&A

Next Regular Meeting: Feb. 7, 2017

Jan Bellinger – Secretary

Trinity Center Volunteer Fire Department Monthly Report December 2016

Incident

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

Type	Vol Hrs	Notes
Incident Responses	11	
Training	24	(reconstructed)
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	0	
Total Volunteer Hrs	151	

TCVFD 2016 OP STATS

	Fire	Med	MVA	PA	Trng	Other/WP	Total	Rsp Hrs	Addl Hrs	Trng Hrs	Total Hrs
Jan	1	3	0	0	2	0	6	24.0	265.0	25.0	314.0
Feb	2	3	0	0	3	0	8	13.0	259.0	24.0	296.0
Mar	0	5	0	0	3	0	8	41.0	262.0	24.0	327.0
Apr	2	6	0	1	3	0	12	52.0	257.0	46.0	355.0
May	3	8	1	3	3	0	18	98.0	247.0	36.0	381.0
Jun	4	4	2	1	3	0	14	55.0	164.0	36.0	255.0
Jul	5	11	0	1	3	0	20	73.0	8.0	30.0	111.0
Aug	1	10	2	1	2	2	18	32.5	276.0	24.0	332.5
Sep	0	7	0	0	3	0	10	26.0	237.0	34.0	297.0
Oct	1	3	2	0	2	0	8	24.0			24.0
Nov	1	6	0	0	3	0	10	45.0			45.0
Dec	0	2	0	0	3	0	5	11.0	116.0	24.0	151.0
Total	20	68	7	7	33	2	137	494.5	2091	303	2888.5
	20%	67%	7%	7%							