

# TRINITY CENTER COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS MEETING

Regular Meeting  
October 3, 2017

The meeting was called to order by Pat Frost at 6:30 p.m. Other members present were Glen Ahmann, Drew Rusnak, Mike McHugh and Trish Wardrip. Fire Chief Steve Renten was also present. Two members of the public were present. General Manager Erik Anderson was not present.

**Announcements** - There were no announcements.

**Minutes** of the September 5<sup>th</sup> meeting were posted on the website and were available at the meeting. Glen Ahmann motioned to accept the minutes as amended. Drew Rusnak seconded. The motion passed unanimously.

**TCVFD Financial** report was not available.

**TCVFD Auxiliary Financial** report was not available.

**CSD Financial** report was made available. The balance after today's bills are paid will be \$189,334.38.

## **Unfinished Business**

Pat Frost inquired if the TCCSD had a policy in place to provide guidelines on how to dispose of old equipment; specifically the old printer and computer. Trinity Center CSD does not currently have such a policy. Pat asked Trish Wardrip for a copy of the RCD's policy to use as a reference for crafting a policy for the TCCSD.

## **Communications & Director Reports**

Steffanie Desrosiers announced that she received a letter from the State Controller regarding our Financial Transactions Report. The report format has been updated. This report has been completed annually and is due in January 2018. The State Controller's Office will be contacting Steffanie later this month with more information.

Pat Frost thanked Trish Wardrip and Steve Renten for their help in getting the new computer system up and running.

Mike McHugh reported that he attended the Board of Supervisors meeting and that they adopted an ordinance for cannabis cultivation that listed Trinity Center CSD as an opt-out area. Coffee Creek Fire Protection District is also an opt-out area.

Pat Frost informed the board that Campora Propane would like to submit a proposal to provide propane at the Fire Hall. Glen Ahmann mentioned that a bid from other suppliers, such as Amerigas, would need to be entertained as well.

**Public Comment** – Wyatt Ribarich welcomed Trish Wardrip and thanked the entire board for their service.

Linda Burch introduced herself as a new addition to the community and indicated her willingness to serve with the Trinity Center VFD.

### **New Business**

**Election** -Pat Frost reported that a letter had been received from the County Clerk to the Board of Supervisors for the appointment of Pat Frost, Michael McHugh and Drew Rusnak, and Trish Wardrip in lieu of election. They will be appointed on November 7, 2017 and will be sworn in prior to the December CSD meeting.

**Trinity Center Mutual Water Co.** - Mike McHugh motioned to have Pat Frost sign the proxy assigning the TCCSD vote to the board of directors at the TC Water Co. annual shareholders meeting, and to amend the proxy for one year. Drew Rusnak seconded. The motion passed unanimously.

**General Manager Report** – was not available.

**Fire Dept. Report** – was read by Steve Renten, who indicated that the total convocations number was incorrect and should be 17, not 14. (amended attached). Steve stated that activity has been high for this time of year. He suggested that a \$600 credit at Darley be spent on FEAT equipment and the remainder refunded. Steve attended a meeting of area Fire Chiefs in which some concerns were raised regarding Forest Service responders. He also attended a Planning Commission Meeting and recommended that the commission not endorse volatile cannabis processing in their zoning ordinance. Finally, Steve mentioned that he would be attending the EMS Expo in Las Vegas from October 15<sup>th</sup> – 27<sup>th</sup>.

**Bills for Payment** – The list of bills to be paid was made available. A motion was made by Glen Ahmann that the list of bills be paid. Drew Rusnak seconded. The motion passed, with Pat Frost abstaining, that the following bills be paid:

**Trinity Center CSD  
Accounts Payable  
October 3, 2017**

<b>Regular Expenses</b>	<b>Amount</b>
Frontier Communications – monthly out of area listing fee	\$4.98
Steffanie Desrosiers -Salary, September	\$400.00
TDS Telecom - Telephone	\$56.06
Trinity PUD - Electric-Fire Hall – drought charge removed	\$48.20
Trinity PUD - Street Lights-drought charge removed	\$141.00

### **Special Expenses**

Erik Anderson – reimburse supplies for Carrville repeater solar upgrade	\$213.58
Liddell’s Construction Supply – fire equip supplies	\$173.75
Pat Frost – Quickbooks software	\$381.70
Robert Bryant – reimburse for HDMI cable for new PC	\$16.08
Trinity County Life Support – medical supplies	\$74.36

<b>Total Expenses</b>	<b>\$1,509.71</b>
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<b>Balance as of 9/30/17</b>	<b>\$190,844.09</b>
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<b>Less October expenses</b>	<b>\$(1,509.71)</b>
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<b>Current Balance</b>	<b>\$189,334.38</b>
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### **Adjournment**

Meeting adjourned at 7:11 p.m.

**Next Regular Meeting: November 7, 2017 @ 6:30 p.m.**

Steffanie Desrosiers – Secretary

## Trinity Center Volunteer Fire Department Monthly Report For September 2017 Events

### Incident

Type	Count	Notes
<b>Fire</b>	<b>4</b>	
<i>Coffee Creek</i>	0	Automatic Aid
<i>Trinity Center</i>	2	
<i>Annex</i>	0	
<i>Other</i>	2	Red Mtn. USFS Assist.
<b>Medical</b>	<b>9</b>	
<i>Coffee Creek</i>	6	Automatic Aid.
<i>Trinity Center</i>	2	
<i>Annex</i>	0	
<i>Other</i>	1	
<b>MVA</b>	<b>0</b>	
<i>Coffee Creek</i>	0	Automatic Aid
<i>Trinity Center</i>	0	
<i>Annex</i>	0	
<i>Other</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>	Fire & EMS
<b>Work Parties</b>	<b>0</b>	
<b>Total Convocations</b>	<b>17</b>	

Type	Vol Hrs	Notes
Incident Responses	70	
Training	20	
Work Details	0	
Individual Admin/Mgmt	78	Category includes Individual Contributions for: Firehouse & vehicle maint, public contact, training, correspondence, ambulance readiness, certification maint & other
FEAT Hours	15	
<b>Total Volunteer Hrs</b>	<b>183</b>	