

# TRINITY CENTER COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS MEETING

Regular Meeting  
December 5, 2017

The meeting was called to order by Chairman Pat Frost at 6:30 pm. Other members present were Glen Ahmann, Drew Rusnak, Mike McHugh and Trish Wardrip. Fire Chief Steve Renten and General Manager Erik Anderson were also present. Nine members of the public were present.

**Announcements** – Glen Ahmann received an email from the Forest Service regarding the North Lake Fuel Reduction project stating that there would be no Forest Service burns this week.

**Minutes** of the November 7, 2017 meeting were posted on the website and were available at the meeting. Glen Ahmann motioned to accept the minutes as presented. Trish Wardrip seconded. The motion passed unanimously.

**CSD Financial** report was made available. The balance after today's bills are paid will be \$184,754.28.

**TCVFD Financial** report was made available. The balance as of November 30, 2017 was \$96,602.54.

**TCVFD Auxiliary Financial** report was made available. The balance as of November 30, 2017 was \$44,848.75.

**Unfinished Business** – There was no unfinished business.

**Communications & Director Reports** – Steffanie Desrosiers received a letter from the CSDA endorsing its affiliate, the Special District Risk Management Authority (SDRMA), and offering a quote on the TCCSD's general liability and worker's compensation insurance. The board was agreeable that Steffanie should obtain a quote.

**Public Comment** – None.

## **New Business**

**Presentation of Fire Hall donation by Trinity Lake Revitalization Alliance** – A check in the amount of \$7,650.00 representing the profits of the 2017 Lake Fest was presented to the Trinity Center Volunteer Fire Department for the construction of the new apparatus building. Kelli Gant thanked the TLRA board for such a great job at the Lake Fest. Sue Chatterton expressed thanks on behalf of the Trinity Center Volunteer Fire Department Auxiliary. Fire Chief Steve Renten thanked everyone for their efforts at the Lake Fest on behalf of the Trinity Center Volunteer Fire Department.

**Fire Hall Funding Subcommittee Preliminary Findings** - Pat Frost reiterated the formation of an ad hoc committee at the November meeting to investigate funding options for the apparatus building. Pat researched the process of getting a special tax initiative on the ballot. The process is complicated and may require notifying property owners and holding a public hearing before an initiative can even be considered. Pat has contacted numerous entities and is still researching the specifics.

Trish Wardrip contacted the CSDA Finance Corporation to discover what kinds of financing was

available to the TCCSD. The last three years of audit reports and the current fiscal year budget for the TCCSD has been submitted to them for a rough estimate of a qualifying loan amount. Trish hoped to have more information to report at the next meeting.

Various ideas were discussed: making use of an attorney consultation available at no cost through our membership with the CSDA; researching registered voters and parcel information; election timing and strategy; having the TCVFD Auxiliary use social media to raise funds. Erik Anderson is looking into grants from the USDA.

The board agreed that the committee should keep investigating funding options. Pat Frost encouraged participation from the TCVFD and the TCVFD Auxiliary in the process.

Status of 2016/2017 Audit – Glen Ahmann reported that the TCCSD audit is underway. We are still waiting for the fiscal year end reports from the county. Glen is also working on the Management Discussion & Analysis report to accompany the audit. He added that expenses were down and income was up last fiscal year.

General Manager Report – was read by Erik Anderson and was available at the meeting. Erik announced that the hydrant testing is complete. There is a need to find a new contractor to repair/replace hydrants. The new solar panel has improved the function of the repeater. There is a work party scheduled to repair leaks to the Fire Hall roof.

Fire Dept. Report – was read by Fire Chief Steve Renten and was available (attached). He will also be training for EMT safety on calls. The scope of what EMTs can do is being expanded.

Steve expressed concern that vehicle 1134 needs to be housed in a heated facility to avoid freeze damage. Steve offered to provide alternative storage for a rental fee of \$100/month. Additional heaters could be added to the current facility as well. The board previously approved adding insulation to the building for a cost up to \$2,000. The board agreed that Erik Anderson should coordinate a work party to get the insulation installed. A member of the public, Don Mullen, offered airplane hangar insulation that he has, if that would help.

Some of Steve's duties will be shared by Bob Bryant. Also, there has been a change in the process of how volunteers are brought on and Steve submitted a draft of the updated paperwork. Ann Bryant has stepped down as a volunteer. There are two others in the process of joining. Steve announced that he had been elected President of the Fire Chiefs Association for the next year.

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. Mike McHugh seconded. The motion passed unanimously that the following bills be paid:

**Trinity Center CSD**  
**Accounts Payable**  
**December 5, 2017**

<b>Regular Expenses</b>	<b>Amount</b>
Frontier Communications – monthly out of area listing fee	\$4.98
Trinity Hospital-McKesson medical supplies	\$409.33
Steffanie Desrosiers -Salary, November	\$400.00
TDS Telecom - Telephone	\$55.66
Trinity County Solid Waste	\$7.12

Trinity PUD - Electric-Fire Hall	\$44.05
Trinity PUD - Street Lights	\$141.00

**Special Expenses**

CSDA – Annual Membership Dues	\$279.00
NAPA Auto Parts – alternator vehicle 306	\$233.79
Trinity County Life Support – EMT certification course/medical supplies	\$819.62
Trinity County Fire Association – annual dues	\$35.00
Trinity Valley Consulting Engineers – meeting w/ Erik	\$180.00

<b>Total Expenses</b>	<b>\$2,609.55</b>
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<b>Balance as of 11/30/17</b>	<b>\$187,363.83</b>
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<b>Less November expenses</b>	<b>\$(2,609.55)</b>
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<b>Current Balance</b>	<b>\$184,754.28</b>
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**Adjournment**

Pat Frost reminded everyone that the next meeting would be on January 2, 2018.  
Meeting adjourned at 7:56 pm.

**Next Regular Meeting: January 2, 2018 @ 6:30 pm.**

Steffanie Desrosiers – Secretary

**Items for January agenda**

Elect new Chairman & vice-Chairman  
Fire Hall Funding Subcommittee Update

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

### Incident

Type	Count	Notes
<b>Fire</b>	<b>2</b>	
<i>Coffee Creek</i>	0	Automatic Aid
<i>Trinity Center</i>	1	
<i>Annex</i>	0	
<i>Other</i>	1	
<b>Medical</b>	<b>5</b>	
<i>Coffee Creek</i>	4	Automatic Aid.
<i>Trinity Center</i>	1	
<i>Annex</i>	0	
<i>Other</i>	0	
<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>	1	
<i>Trinity Center</i>	0	
<i>Annex</i>	0	
<b>Training</b>	<b>2</b>	Fire & EMS
<b>Work Parties</b>	<b>0</b>	
<b>Total Convocations</b>	<b>10</b>	

Type	Vol Hrs	Notes
Incident Responses	39	
Training	24	
Work Details	0	
Individual Admin/Mgmt	136	Category includes Individual Contributions for: Firehouse & vehicle maint, public contact, training, correspondence, ambulance readiness, certification maint & other
FEAT Hours	10	
<b>Total Volunteer Hrs</b>	<b>209</b>	