

# TRINITY CENTER COMMUNITY SERVICES DISTRICT

## BOARD OF DIRECTORS MEETING

Regular Meeting

January 2, 2018

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

**Announcements** – Pat Frost announced that Glen Ahmann and Drew Rusnak were not able to attend the meeting due to unforeseen circumstances.

**Elect New Chairman and Vice-Chairman** – Mike McHugh motioned to nominate Pat Frost as the Chairman for 2018. Trish Wardrip seconded. The motion passed unanimously.

Trish Wardrip motioned to nominate Mike McHugh as Vice-Chair. Pat Frost seconded. The motion passed unanimously.

**Minutes** of the December 5, 2017 meeting were posted on the website and were available at the meeting. Trish Wardrip motioned to accept the minutes as presented. Mike McHugh seconded. The motion passed unanimously.

**CSD Financial** report was made available. The balance after today's bills are paid will be \$182,752.67.

**TCVFD Financial** report was made available. The balance as of December 31, 2017 was \$118,601.68.

**TCVFD Auxiliary Financial** report was made available. The balance as of December 31, 2017 was \$25,047.35. Linda Magni announced that the TCVFD Auxiliary had transferred \$15,000 to the building fund, bringing the fund to \$100,000, in order to obtain a good rate on a Certificate of Deposit.

### **Unfinished Business**

**Fire Hall Funding Subcommittee Update** – Trish Wardrip obtained a rough quote of financing \$400,000 from the CSDA Finance Corporation, and a copy was available at the meeting. The quote was for informative purposes only and part of the investigatory process of what options are available for funding the new apparatus building. Trish remarked that there were some terms in the quote which were unclear and that she would clarify with CSDA Finance Corporation. Pat Frost remarked that the information could be helpful in determining the amount of an annual special tax per parcel if that is the route taken to fund the new building.

Pat would also like to expand the subcommittee to include the Fire Chief, General Manager and others with knowledge to help the process move forward. Pat said he would schedule another subcommittee meeting this month.

Mike McHugh investigated a "Benefit District" vs. a "Special Tax" ballot measure. The difference between the two was discussed. Either way there must be a 2/3 vote to pass the measure.

Mike suggested that it was now time to consult legal advice regarding the best way to approach various ballot measure options. It was agreed that Trish Wardrip would contact CSDA to inquire about free legal help.

Other items were discussed such as: election timing and strategy, bond measures and public opinion surveys.

**Communications & Director Reports** – None.

**Public Comment** – Wyatt Ribarich wished everyone a happy New Year and thanked the members for serving on the board.

**New Business** – None.

**General Manager Report** – was read by Erik Anderson and was available at the meeting. Erik announced that a group of volunteers repaired the leak in the Fire Hall roof. Tasks remaining are to replace the nails with roofing screws and to caulk around vents. Insulation still needs to be installed in the building housing Vehicle #1134. A diffuser was ordered to assist with hydrant testing.

**Fire Dept. Report** – was read by Fire Chief Steve Renten and was available (attached). Recently there has been confusion regarding the status of the Cal Fire burn ban. Steve presented the annual statistics report for 2017 and it was available at the meeting (attached). Each year incidents have increased and they have had the highest amount of calls in years. Steve Noverr was voted in as a department member in December. There is one other potential recruit.

The Insurance Services Office (ISO) has contacted Steve to perform a five year review of our current insurance ratings. It has been scheduled for April 30. He was hopeful that improvements since the last inspection in 2012/2013 will positively affect the insurance rating. Trish Wardrip agreed to be the CSD board member liaison to the ISO at Steve's request.

**Bills for Payment** – The list of bills to be paid was made available (attached). A motion was made by Mike McHugh that the list of bills be paid. Trish Wardrip seconded. The motion passed unanimously that the following bills be paid:

**Trinity Center CSD**

**Accounts Payable**

**January 2, 2018**

<b>Regular Expenses</b>	<b>Amount</b>
Amerigas – Fire Hall propane	\$310.18
Frontier Communications – out of area exchange listing	\$4.98
Steffanie Desrosiers -Salary, December	\$400.00
TDS Telecom - Telephone	\$56.26
Trinity PUD - Electric-Fire Hall	\$82.21
Trinity PUD - Street Lights	\$141.00

**Special Expenses**

Atlantic Safety Products – nitrile gloves	\$168.96
Fred Maddox Service & Repair – Vehicle 1134 repairs	\$681.90
Steffanie Desrosiers – Laserjet toner, receipt books	\$98.22
Steve Renten – Storage rent for vehicle #1134, December	\$100.00
Trinity County DOT – fuel July-Aug 2017	\$289.15
Trinity Hospital-McKesson medical supplies	\$11.51
Trinity County Life Support – Nov-Dec Title 22 Education Noverr	<u>\$140.00</u>
<b>Total Expenses</b>	\$2,484.37
<b>Balance as of 12/31/17</b>	<b>\$185,237.04</b>
<b>Less December expenses</b>	\$(2,484.37)
<b>Current Balance</b>	<b>\$182,752.67</b>

**Adjournment**

Meeting was adjourned at 7:30 pm.

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

Steffanie Desrosiers – Secretary

**Items for February agenda**

Fire Hall Funding Subcommittee Update

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

### Incident

Type	Count	Notes
<b>Fire</b>	<b>3</b>	
<i>Coffee Creek</i>	0	Automatic Aid
<i>Trinity Center</i>	2	
<i>Annex</i>	0	
<i>Other</i>	1	
<b>Medical</b>	<b>3</b>	
<i>Coffee Creek</i>	3	Automatic Aid.
<i>Trinity Center</i>	0	
<i>Annex</i>	0	
<i>Other</i>	0	
<b>MVA</b>	<b>3</b>	
<i>Coffee Creek</i>	0	Automatic Aid
<i>Trinity Center</i>	0	
<i>Annex</i>	3	
<i>Other</i>	0	
<b>Public Assist</b>	<b>1</b>	
<i>Coffee Creek</i>	0	
<i>Trinity Center</i>	0	
<i>Annex</i>	1	
<b>Training</b>	<b>3</b>	Fire & EMS
<b>Work Parties</b>	<b>0</b>	
<b>Total Convocations</b>	<b>13</b>	

Type	Vol Hrs	Notes
Incident Responses	18	
Training	38	
Work Details	0	
Individual Admin/Mgmt	217	Category includes Individual Contributions for: Firehouse & vehicle maint, public contact, training, correspondence, ambulance readiness, certification maint & other
FEAT Hours	5	
<b>Total Volunteer Hrs</b>	<b>278</b>	

## TCVFD 2017 Ops Stats

	Fire	Med	MVA	PA	Trng	Other/WP	Total	Rsp Hrs	Trng Hrs	Addl Hrs	Total Hrs
Jan	0	5	0	3	3	0	<b>11</b>	40.0	26.0	109.0	<b>175.0</b>
Feb	0	1	0	0	3	0	<b>4</b>	6.0	26.0	116.0	<b>148.0</b>
Mar	0	6	0	3	3	0	<b>12</b>	26.0	28.0	67.0	<b>121.0</b>
Apr	1	3	1	0	3	0	<b>8</b>	27.5	28.0	77.0	<b>132.5</b>
May	2	8	1	0	3	0	<b>14</b>	60.0	26.0	101.0	<b>187.0</b>
Jun	1	5	0	0	3	0	<b>9</b>	44.8	26.0	130.0	<b>200.8</b>
Jul	5	15	0	1	3	0	<b>24</b>	92.0	30.0	220.0	<b>342.0</b>
Aug	0	10	1	1	3	0	<b>15</b>	77.0	26.0	102.0	<b>205.0</b>
Sep	4	9	0	1	3	0	<b>17</b>	70.0	20.0	93.0	<b>183.0</b>
Oct	3	3	1	0	2	0	<b>9</b>	37.0	20.5	243.0	<b>300.5</b>
Nov	2	5	0	1	2	0	<b>10</b>	39.0	24.0	146.0	<b>209.0</b>
Dec	3	3	3	1	3	0	<b>13</b>	18.0	38.0	217.0	<b>273.0</b>
<b>Total</b>	<b>21</b>	<b>73</b>	<b>7</b>	<b>11</b>	<b>34</b>	<b>0</b>	<b>146</b>	<b>537.25</b>	<b>318.5</b>	<b>1621</b>	<b>2476.8</b>
	<b>19%</b>	<b>65%</b>	<b>6%</b>	<b>10%</b>							

