

**TRINITY CENTER
COMMUNITY SERVICES DISTRICT
Minutes
July 2, 2019**

1.0 The meeting was called to order at 6:00p.m. by Chairman Mike McHugh. Other members present were Drew Rusnak, Martie Mullen, Pat Frost and Trish Wardrip. Fire Chief Bob Bryant was present. No members of the public were present.

2.0 Announcements or Changes to the Agenda-None

3.0 Public Comments-None

4.1 Approval of minutes from June 4, 2019-Motion by Martie Mullen to approve the minutes as presented. Second by Drew Rusnak. Motion carried-5 Ayes.

5.1 Appoint VFD Fire Chief-Mike McHugh presented a letter of interest from acting chief Bob Bryant. Motion by Pat Frost to appoint Bob Bryant as new fire chief. Second by Drew Rusnak. Roll Call Vote: 5 Ayes-Rusnak, Mullen, McHugh, Frost, Wardrip.

Adjourn for Recess-6:02p.m.

Meeting Reconvened-6:04p.m.

6.1 New Business-none

7.1 Communications-Linnea Kneaper reported that the district has a new post office box. The change was made so the district does not have to pay the yearly fees on a larger size box. The new box, number 175 is free of charge.

7.2 Update on new fire hall funding -Pat Frost reported. The committee is working on the story for the McConnell Foundation. The McConnell Board will vote on the project on Sept. 3rd. The process for the Community Development Block Grant (CDBG) is ongoing. In June the Board of Supervisors adopted a resolution for the CDBG that was sent to the state. At the July 17th Board of Supervisors meeting, the committee will be asking for a waiver from the board to accept the project as a fundable project under the CDBG. After that, the grant can be submitted to the state for approval. The committee will also be asking the BOS on July 17th for a fee waiver for the project. If all permit costs are not available for presentation, then the request will be done in August.

8.1 General Manager Report- Mike McHugh presented for Erik. Hydrant testing will be done in the fall. Verizon has responded to the request for the new repeater. They will charge a one-time fee of \$7,250, with no monthly fee. However, if another company decides to co-locate, then we may be charged a monthly fee. Currently we are waiting on a quote from Velocity for the Freely Gulch site. SPI has agreed there will be minimal or no fees to put the tower on their property.

9.1 Fire Department Monthly Report-Chief Bryant presented the monthly report.

The number of training hours were high in June due to the Countywide wildland preparedness training. The Appreciation dinner was well attended, and Bob hopes to do them more often. Since recruitment is difficult, he would like to focus more on retention with current volunteers. Due to the July 4th holiday, the chiefs meeting was postponed until next week.

10.1 CSD Financial Report-Linnea Kneaper presented the information is as of May 31st. A deposit of \$27,740.68 was received, which included several different tax allocations. The balance is \$243,797.17, less May and June expenses of \$12,728.92. New balance is \$231,068.25, less the \$60,000 fire hall allocation. Current spending balance is \$171,068.25.

10.2Bills for Payment-Linnea Kneaper presented the bills for payment. The Trinity PUD bill went down significantly. We received the fuel bill from the county for April. Total bills for payment \$965.82. Motion by Martie Mullen to pay the bills. Second by Drew Rusnak. Motion carried-5 Ayes.

10.3VFD Financial Report-Linnea Kneaper presented the P&L for July 2018-June 2019.

Trish is working on merging the fire department QuickBooks into the CSD. Currently the VFD is under the auxiliary account in QuickBooks. The building fund increased by \$206.53. Total is \$198,521.89, plus the Mercer Fraser and McConnell contribution brings the new total to \$398,521.89. Mike McHugh suggested that moving forward the the value of the Mercer Fraser contribution be changed to \$85,000.

11.0 Items for Next Agenda Recap-Yearly audit

12.0 Adjournment-6:26p.m.

**Trinity Center CSD
Accounts Payable
July 2, 2019**

Regular Expenses	Amount	
Linnea Kneaper-Services	\$ 400.00	
Frontier Communications	\$ 6.68	
TDS Telecom - Telephone	\$ 58.51	
Trinity PUD - Electric-Fire Hall –June	\$ 49.79	
Trinity PUD - Street Lights –June	\$ 141.00	
Terminix	\$ 50.00	
Suzanne Heinig-Houskeeping May	\$ 80.00	
Special Expenses		
Trinity Hospital	\$ 43.17	
Trinity County DOT-April fuel	\$ 125.26	
Trinity County Solid Waste	\$ 11.41	
Total Expenses	\$ 965.82	
Deposit-Misc. County Tax Revenue	\$ 27,740.06	
Balance as of May 31, 2019	\$ 243,797.17	
Less June expenses	\$ (11,763.10)	
Less July expenses	\$ (965.82)	
Current Balance	\$231,068.25	
Less Allocation for new fire hall	\$ (60,000.00)	
Total Spending Balance	\$171,068.25	

Trinity Center CSD				
Building Fund				
June 28, 2019				
	TCCSD	TC-VFD	Auxiliary	Total
Building Allocation	\$60,000.00	\$102,590.90		\$162,590.90
VFD Auxillary donation 12/18			\$26,500.00	
VFD Auxillary Prime Rib dinner			\$2,881.46	
VFD Auxillary Rummage Sale			\$6,343.00	
Interest on VFD accounts-May		\$206.53		
Total Allocation	\$ 60,000.00	\$ 102,797.43	35,724.46	\$ 198,521.89
Mercer Fraser – Valued Contribution				\$100,000.00
Total Allocation				\$298,521.89
McConnell – (Soft Commitment)				\$100,000.00
Soft Total				\$398,521.89
Special Fundraisers				

Trinity Center Community Services District
General Manager's June 2019 Report

Fire Hydrants

No new testing or painting this time period.

Fire-station remodel activities

The engineer, Eric Keyes, and his draftswoman have been working on the building and site drawings. On June 25th the firehall committee (attending; Mike, Bob, Pam, and Erik) met with Eric to review his progress. The drawings for the building are nearing completion. We are reviewing specifications.

Information relating to the new apparatus building design including preliminary drawings has been communicated with Jim Santiago of the Trinity County Building Department in preparation of the fee waiver request.

Repeater Updates

Verizon accepted our proposal of rent free access to their tower on Bowerman Ridge. I received the following message from Geoff Kay:

I finally received an answer from the local Verizon team. They will allow the Fire Department to place equipment on the tower at no charge and to place their radio cabinet within the compound. However, the FD will need to pay for their own utilities and, should another carrier want to collocate, Trinity FD would need to either pay rent to keep their CL or relocate their equipment. The FD will also need to pay the \$7,250 in application processing fees. Let me know if you would like to proceed under these terms. The next step would be for you to submit the formal application package.

At this point, co-locating with the PUD is still our plan "A" and we are viewing the Verizon option as plan "B".

Our discussion is now centered on an option presented by Travis Finch in which Velocity would upgrade their existing facility on Freethy to accommodate both PUD and TCCSD radios. Velocity would build a small tower for our antennas.

Radios and Pagers

No updates to report.