

**TRINITY CENTER
COMMUNITY SERVICES DISTRICT
Minutes
December 3, 2019**

- 1.0** The meeting was called to order at 6:00p.m. by chairman Mike McHugh. Other members present were Drew Rusnak, Trish Wardrip and General Manager Erik Anderson. Pat Frost and Martie Mullen were absent. Fire Chief Bob Bryant and two 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 November 5, 2019**-Item tabled until January meeting.
- 5.1** **Unfinished Business**-Nothing to report
- 6.1** **Approval of resolution 2019-04 pursuant to GC §53087.8(b) website requirement**-Mike McHugh presented the resolution for the exemption requiring the district to operate a website due to the following hardships: inadequate access to broadband high speed internet, limited financial resources and limited staff resources. The resolution shall be reviewed annually. Motion by Trish Wardrip to approve with change to 3rd Whereas add 53087.8(b). Second by Drew Rusnak. Roll Call Vote: 3 Ayes-Rusnak, McHugh, Wardrip. Absent-Frost, Mullen.
- 7.1** **Communication**-None
- 7.2** **Update on new fire hall funding**-Carol Fall presented for Pat Frost. Suzy Kochums is Working on the NEEPA for the CDBG grant. It should be finished next week, then sent to the state for approval.
- 7.3** **Finance committee report**-Trish Wardrip presented the information from the meeting with auditor, John Bloomberg on November 19th. She will be working on the MD&A and Linnea reported that the county closed the books for fiscal 18/19 today and she will forward the information to the auditor.
- 8.1** **General Manager Report**-Erik Anderson presented. He has been working on the repeater Project. 2 antennae have been installed on the existing Velocity pole. It is turned on and working. The lightning protection still needs to be installed and the FCC license is not showing up as a new site. Erik is still working with the integration with the county and their procedures. Trish Wardrip asked about the bid packet with the engineer. Erik said they are getting close to having a packet together.

- 9.1 Fire Department Monthly Report-**Chief Bryant presented the report. He added 16 FEAT hours to the report. From the chief's meeting, he reported that the yearly \$50 dues would remain the same. Next year there will be a new CalFire trainer assisting the VFD. The Sheriff's Department will be having an anthropology course for disaster training on April 4th. Thank you to Carol Fall for shoveling snow at the fire hall after the Thanksgiving week storm. Chief Bryant suggested the department investigate purchasing a snow blower.
- 10.1 CSD Financial Report-**Linnea Kneaper presented. Balance \$229,667.17 less the November expenses \$1004.60 and December expenses \$4141.93. New balance \$215,520.64, less \$60,000 allocation for new fire hall, total spending balance is \$155,520.64
- 10.2 Bills for Payment-** Linnea Kneaper presented. The bill from Trinity Valley Consulting Engineers is \$3329.75. We have \$10,000 in the budget for the engineering cost, and so far we have paid approximately \$6300. The fire hall electricity bill has started to increase for winter. Linnea will check with Amerigas regarding how often they will be filling the propane at the firehall. Terminix has been discontinued for the winter. Motion by Drew Rusnak to approve bills for payment. Second by Trish Wardrip. Motion carried. 3 Ayes, 2 absent.
- 10.3 VFD Financial Report-**No report or activity this month.
- 11.0 Items for Next Agenda Recap-**Annual organizational meeting, audit, snow blower
- 12.0 Adjournment-**6:45p.m.

December CSD Monthly Report

November 2019 Stats

Fire	Number	Personnel Hours
Trinity Center	0	
Coffee Creek	2	18.5
Total	2	
Medical		
Trinity Center	0	
Coffee Creek	0	
Total	0	
MVA		
Trinity Center	0	
Coffee Creek	0	
Total	0	
Other		
Trinity Center	1	3.5
Coffee Creek	0	
Total	1	
Training	3	25.5
FEAT		
Callouts		
Meetings		
Orientation		
Misc		
Total		
Total Personnel Hours		47.5

Other includes Ambulance Outdates and travel to Weaverville to replace outdated Medications.

**Trinity Center CSD
Accounts Payable
December 1, 2019**

Regular Expenses	Amount
Linnea Kneaper-Services November	\$ 450.00
Frontier Communications	\$ 7.23
TDS Telecom - Telephone	\$ 58.62
Trinity PUD - Electric-Fire Hall –Nov	\$ 75.33
Trinity PUD - Street Lights -Nov	\$ 141.00
Suzanne Heinig-Houskeeping November	\$ 80.00
Total Regular Expenses	\$ 812.18
Special Expenses	
TVCE-new fire hall engineering	\$ 3,329.75
Total Special Expenses	\$ 3,329.75
Total Expenses	\$ 4,141.93
Balance as of October 31, 2019	\$229,667.17
Less November expenses	\$ (10,004.60)
Less December expenses	\$ (4,141.93)
Current Balance	\$ 215,520.64
Less Allocation for new fire hall	\$ (60,000.00)
Total Spending Balance	\$ 155,520.64

Trinity Center CSD			
Building Fund			
November 5, 2019			
	TCCSD	CCCU ACCT	Total
Building Allocation	\$60,000.00	104,035.72	\$163,847.94
Checking Account		975.00	\$975.00
Savings Account		35,086.99	\$35,086.99
Interest on VFD accounts-Oct.		210.76	\$210.76
Trinity Trust Donation		1,000.00	\$1,000.00
SPI Donation		2,500.00	\$2,500.00
McConnell Foundation			\$100,000.00
Total Allocation	\$ 60,000.00	\$ 143,808.47	\$ 303,824.16
CDBG Grant (waiting confirmation)			\$208,100.00
Total Allocation			\$511,924.16
<i>Mercer Frasser-valued contribution</i>			<i>\$85,000.00</i>
Soft Total			\$596,924.16
Auxillary Donations YTD			
Appeals letter-\$26,500.00			
Prime Rib Dinner-\$2882.46			
Rummage Sale-\$6173.00			
TLRA 2017 contribution-\$7650.00			