

**TRINITY CENTER
COMMUNITY SERVICES DISTRICT**

February 9, 2021.

MINUTES

- 1.0** Call to Order-The meeting was called to order at 6:01pm by chairperson Pat Frost. Trish Wardrip, Mike McHugh, Drew Rusnak and Martie Mullen were present. General Manager Erik Anderson and Assistant Fire Chief Carol Fall were also present. One member of the public was present.
- 2.0** Announcements or Changes to the Agenda-None
- 3.0** Public Comments-None
- 4.1** Approval of minutes from January 5, 2021-Motion by Drew Rusnak to approve as presented. Second by Trish Wardrip. Motion carried. 4 Ayes, 1 Abstain.
- 5.1** Discuss recruitment process for VFD Chief -Mike McHugh had nothing to report.
- 6.1** Authorize VFD officers to request vehicles available under the Federal Excess Property Program (FEPP), Subject to subsequent APPROVAL by the Board for expenses including inspection, repair and painting or REJECTION by the Board and rescinding of the request to FEPP. -Assistant Fire Chief Carol Fall presented the information on the program. Requirements include painting and repair of the vehicle. The department would need to send someone to look at the vehicle To assess what the repair costs would be. Once a decision is made on repairs, the district can then commit or rescind its offer. When the department decides they no longer have use for the vehicle, it is offered back to CalFire. Motion by Trish Wardrip to Authorize VFD to respond to offers that would need subsequent approval from the board. Second by Martie Mullen. Motion Carried. 5 Ayes.
- 6.2** Authorize the VFD Assistant Chief to sign the Basic Life Support Transport Agreement with NorCal EMS-Assistant Chief Carol Fall presented the agreement. The agreement needs to be updated for basic life support services with transport Capabilities. Due to the departments low call volume, there is no fee. The agreement needs to be signed in order for the Department to continue to operate. Motion to approve by Martie Mullen. Second by Drew Rusnak. Motion carried. 5 Ayes.
- 6.3** Authorize the CSD General Manager to submit an application for FEMA Assistance to Firefighter Grants For cardiac monitors and pagers with matching CSD funds up to \$2000.-Assistant Chief Carol Fall presented the application Information. The \$37,655 grant has a 5 % match requirement. It is for a new cardiac monitor and pagers. The awards will be Given in April. Motion by Martie Mullen to authorize the General Manager or Assistant Chief to submit the application. Second By Trish Wardrip. Motion Carried 5 Ayes.
- 6.3** Discuss and possibly Change CSD Credit Card Policy to include Assistant Fire Chief as Authorized card holder. The board discussed the current policy and issuing the Assistant Chief a credit card until a new chief is appointed. Motion by Drew Rusnak to authorize Carol Fall as a cardholder and review the policy when a new chief is appointed. Second by Martie Mullen. Motion carried 4 Ayes, 1 Abstain.
- 7.1** Communications-Linnea Kneaper presented. The Form 700 will be distributed to everyone's mailbox withing the next few weeks. Sexual Harassment training will be coming soon.
- 7.2** Update on new fire hall funding-Pat Frost presented. Nothing to report on new funding and no news on the generator grant.
- 8.1** Fire Hall Planning and Construction Project-Erik Anderson presented. There has been two meetings with Mercer Fraser and TCVE regarding the new fire hall construction project. The construction schedule shows completion by July 2021. Calculations for the foundation have been done and the encroachment permit has been sent to Trinity County Department of Transportation.
- 9.1** Fire Department Monthly Report-Assistant Chief Fall presented the report. Since being appointed at the annual meeting in January, she has been busy catching up on paperwork at the fire hall. The department will be receiving their 2nd dose of the Covid Vaccine on February 10th.
- 10.1** CSD Financial Report-Linnea Kneaper presented the report which included the first charges on the Umpqua Credit Card. Moving forward, the board would like to see a separate page detailed credit card charges that are being presented for payment With a copy of the statement attached. Balance as of December 31, 2020 was \$291,160.85. This Includes a deposit of \$38,498.38 for 1st installment of property taxes. The bills for January were \$4376.03 and \$1715.76 for February. New balance \$285,069.06 less the \$60,000 allocation for the new fire hall. Total spending balance \$225, 069.06.
- 10.2** Bills for Payment-Motion by Trish Wardrip to pay the bills. Second by Drew Rusnak. Motion carried 5 Ayes
- 10.3** VFD Financial Report-Linnea Kneaper presented the report. Balance for the Coast Central building fund account is \$541,720.08. The only deposit was monthly interest of \$206.56.
- 12.0** Comments from the Public on Closed Session Agenda-None

- 12.0 Motion to Accept Closed Session Agenda-**Motion by Martie Mullen. Second by Drew Rusnak. 5 Ayes. Motion Carried
- 13.0 Closed Session Pursuant to Government Code Section 54956.9 Discuss** advice of legal counsel regarding potential litigation.
- 14.0 Return to Open Session-**
- 15.0 Report out of Closed Session-** The board discussed personnel matters and advice from legal counsel. No action was taken.
- 16.0 Items for Next Agenda Recap-**Report on Assembly bill requiring Zoom availability
- 17.0 Adjournment**

Trinity Center CSD
Accounts Payable
February 9, 2021

Regular Expenses	Amount
Linnea Kneaper-Services January	\$ 450.00
Frontier Communications	\$ 7.27
TDS Telecom - Telephone	\$ 57.99
Trinity PUD - Electric-Fire Hall –January	\$ 206.97
Trinity PUD - Street Lights –January	\$ 159.05
Umpqua Bank-Credit Card/office supplies/postage	\$ 74.08
Trinity County DOT-November/December	\$ 125.66
Terminix	\$ 55.00
Suzanne Heinig-Houskeeping January	\$ 80.00
Total Regular Expenses	\$ 1,216.02
Special Expenses	
Carol Fall-Battery for Cardiac Monitor	\$ 445.09
Erik Anderson-Radios/dump fees	\$ 53.84
Total Special Expenses	\$ 499.74
Total Expenses	(\$1,715.76)
Deposit-Property tax revenue	\$38,498.38
Balance December 31, 2020	\$291,160.85
Less January Expenses	\$ (4,376.03)
Less February Expenses	\$ (1,715.76)
Current Balance	\$285,069.06
Less Allocation for new fire hall	\$ (60,000.00)
Total Spending Balance	\$225,069.06

Trinity Center CSD			
Building Fund			
February 9, 2021			
	TCCSD	CCCU ACCT	Total
Building Allocation	\$60,000.00	\$106,745.50	\$166,745.50
Checking Account		\$1,955.95	\$1,955.95
Savings Account		\$64,712.17	\$64,712.07
Interest on VFD accounts-December		\$206.56	\$206.56
McConnell Foundation			\$100,000.00
CDBG Grant	\$208,100.00		\$208,100.00
Total Allocation	\$ 268,100.00	\$ 173,620.18	\$ 541,720.08
Auxiliary Donations 2019-20			
Appeals lestter 2018-\$26,500			
Prime Rib Dinner 2019-\$2882.46			
Rummage sale 2019-6173.00			
Appeals letter 2019-\$25,000			
Other Donations			
SPI 2019-\$2500.00			
Trinity Trust 2019-\$1000.00			
Mohr Family 2020-\$300.00			
D. McDonald 2019-\$200.00			
TLRA 2017 contriution-\$7650.00			
Sing for America Foundation-\$700.00			
Paypay account-\$154.21			
In Memory of Steve Noverr-\$325.00			