

**TRINITY CENTER  
COMMUNITY SERVICES DISTRICT  
Regular Meeting April 13, 2021  
MINUTES**

- 1.0 Call to Order**-The meeting was called to order at 6:00p.m. by chairperson Pat Frost. Trish Wardrip and Drew Rusnak were present. Mike McHugh and Martie Mullen were absent. General Manager Erik Anderson and Assistant Fire Chief Carol Fall were present as well as two members of the public.
- 2.0 Announcements or Changes to the Agenda**-Assistant Chief Fall requested adding to the agenda item 6.8- emergency repair of the cannon on 1134. Motion by Drew Rusnak. Second by Trish Wardrip. Motion carried- 3 Ayes, 2 Absent.
- 3.0 Public Comments**-None
- 4.0 Approval of Minutes**-March minutes tabled until the April meeting
- 5.1 Discuss recruitment process for VFD Chief** -Assistant Chief Fall had nothing to report.
- 5.2 Report on status of Assembly Bill requiring public meetings to be broadcast via Zoom**-Pat Frost had nothing to report.
- 5.3 Discuss resignation of Secretary/Treasurer**-After discussion, Linnea Kneaper has agreed to stay on as secretary/treasurer.
- 6.1 Budget revisions for remainder of Fiscal Year 2020-2021**-The board discussed revisions to engineering services for new fire hall construction. Motion by Trish Wardrip to increase engineering subcategory 2305 by \$10,000 within the current \$36,000 contract for the remainder of this fiscal year. Second by Drew Rusnak. Motion carried-3 Ayes, 2 absent.
- 6.2 Fire Department Workers Compensation Reimbursement**-Assistant Chief Fall presented. The CSD need to provide Trinity County with copies of the payment and premiums for current Workers Compensation Insurance. A reimbursement of \$1642.85 will be sent to district from Trinity County.
- 6.3 Discuss Budget for fiscal year 2021-22**-Trish Wardrip will schedule a meeting with the budget committee to discuss the budget for next fiscal year. A draft budget will be presented at the May meeting.
- 6.4 Discuss and/or approve a \$50/month increase in payment to the Secretary**-Pat Frost presented increasing the Secretary/Treasurer stipend from \$450 per month to \$500 per month beginning July 1, 2021. Motion by Drew Rusnak to approve. Second by Trish Wardrip. Motion carried. 3 Ayes, 2 absent.
- 6.5 Authorize Assistant Fire Chief to sign Local Cooperative Fire Protection Agreement with USFS**-Assistant Chief Fall presented. The current agreement with USFS expires July 7, 2021. Volunteers could be on a fire for 12 hours with no retroactive pay. At the chiefs meeting, it was discussed to not accept the agreement. The current agreement is for retroactive pay for 3 hours. CalFire and BLM's current agreement is for 4 hours. Motion by Drew Rusnak to give the Assistant Chief authorization to not sign the 12 hours agreement with no retroactive pay but to continue negotiations for an agreement like CalFire and BLM. Second by Trish Wardrip. Motion carried-3 Ayes, 2 absent.
- 6.6 Authorize Chairperson to send letter of support for Guy Covington Fuel Reduction Project**-Assistant Chief Fall asked the board for their support of the fuel reduction project at the intersection of Highway 3 and Guy Covington Drive extending up and down Highway 3. The work will be performed by USFS Mule Creek Station. Motion by Trish Wardrip to authorized the

Chairman Frost to send a letter of support for the project. Second by Drew Rusnak. Motion Carried-3 Ayes, 2 absent.

**6.7 Authorize grant application to CalFire's Rural Fire Capacity Program with a potential 50/50 match up to \$5000-**Assistant Chief Fall presented. The grant application would cover the cost of new pagers and possibly hoses, boots, and other equipment. The grant would be used for the pagers if the FEMA grant is not received. Motion by Trish Wardrip to authorize application. Second by Drew Rusnak. Motion carried-3 Ayes, 2 absent.

**6.8 Authorize emergency replacement of cannon on engine 1134-**Assistant Chief Fall presented. During a recent fire call, it was discovered that the cannon was not working on 1134. Diagnostics have been done and the best price for replacement is \$900 plus tax and shipping. Motion by Drew Rusnak to approve the expense with a NTE amount of \$1100. Second by Trish Wardrip. Motion carried-3 Ayes, 2 absent.

**7.1 Communications-**Linnea Kneaper presented. A contribution estimate from GSRMA has been received for \$10,802.00, which is higher than last year. Linnea asked the board how they want to proceed in adding the new building during the construction project. She will check with GSRMA and have the information for the budget meeting.

**Directors Reports-**Drew Rusnak thanked Erik and Pam for all their help at the PODS for Covid vaccinations.

**7.2 Update on fire hall funding-**Pat Frost presented. The Trinity River partners have asked for costs on a project up to \$5000. Their board is meeting and will discuss the donation.

**8.1 Fire Hall Planning and Construction Project-**General Manager Erik Anderson presented. The permit for the new building was picked up on March 29<sup>th</sup>. Mercer Fraser has received the notice to proceed and completion should be in 180 days (September 28<sup>th</sup>). Mercer Fraser's project manager is updating the schedule and we are waiting on word for an exact start date. The FCC license for radios and pagers is up for renewal December 1, 2021.

**9.1 Fire Department Monthly Report-**Assistant Chief Fall presented the report. There was one vehicle fire and 5 medical calls last month. There were 3 trainings last month. 1162 was taken to Trinity Tire to address the ABS repair. FEAT has been volunteering at the vaccine PODS in Weaverville. There have been 2 recruiting meet and greets at the firehall. Carol is hopeful that the department will start getting more volunteers.

**10.1 CSD Financial Report-Linnea Kneaper presented.** The \$20,000 check for the generator grant 'was received. The board directed Assistant Chief Fall to purchase the generator. The Umpqua Credit Card statement expenditures were reviewed. The county has closed the books for last fiscal year and the report has been sent to the auditor. Total bills \$4,053.38. Deposit of \$27,998.82 for 2<sup>nd</sup> property tax installment and \$20,000 for the generator grant. Current balance \$324,372.24 less the \$60,000 for the new fire and \$20,000 for the generator. Total spending balance is \$244,372.34.

**10.2 Bills for Payment-**Linnea Kneaper presented the bills for payment. Motion by Drew to pay the bills as presented. Second by Trish Wardrip.

**10.3 VFD Financial Report-**Linnea Kneaper presented. No changes to either account other than interest received on the building fund account.

**10.4 Construction Financial Report-**Linnea Kneaper presented. The only bills that have been received are from TCVE. No bills have been received from Mercer Fraser.

**11.0 Adjournment-7:18p.m.**

**Trinity Center CSD  
Accounts Payable  
March 9, 2021**

<b>Regular Expenses</b>	<b>Amount</b>
Linnea Kneaper-Services February	\$ 450.00
Frontier Communications	\$ 7.27
TDS Telecom - Telephone	\$ 57.36
Trinity PUD - Electric-Fire Hall -February	\$ 238.87
Trinity PUD - Street Lights –February	\$ 159.05
Umpqua Bank-Credit Card-Printer ink/paper	\$ 130.72
Campora-167.1 gal on 1/19 and 192.6 gal on 2/16	\$ 681.98
Suzanne Heinig-Houskeeping February	\$ 80.00
<b>Total Regular Expenses</b>	<b>\$ 1,805.25</b>
<b>Special Expenses</b>	
Trinity Valley Consulting Engineers	\$ 1,740.00
Edward Burch-Reimbursement furnace parts	\$ 26.15
Prentice Long, PC-Legal services	\$ 577.50
Wilgus Fire Control-fire extinguisher service	\$ 207.10
Trintiy Heating and Air-heater inspections	\$ 375.00
<b>Total Special Expenses</b>	<b>\$ 2,925.75</b>
<b>Total Expenses</b>	<b>\$4,731.00</b>
<b>Balance January 31, 2021</b>	<b>\$286,707.49</b>
<b>Less February Expenses</b>	<b>\$ (1,715.76)</b>
<b>Less March Expenses</b>	<b>\$ (4,731.00)</b>
<b>Current Balance</b>	<b>\$280,260.73</b>
<b>Less Allocation for new fire hall</b>	<b>\$ (60,000.00)</b>
<b>Total Spending Balance</b>	<b>\$220,260.73</b>

<b>Trinity Center CSD</b>			
<b>Building Fund</b>			
<b>March 9, 2021</b>			
	<b>TCCSD</b>	<b>CCCU ACCT</b>	<b>Total</b>
Building Allocation	\$60,000.00	\$107,144.78	\$167,144.78
Checking Account		\$61,955.95	\$61,955.95
Savings Account		\$64,712.17	\$64,712.07
Interest on VFD accounts-		\$187.28	\$187.28
McConnell Foundation	100,000.00		\$100,000.00
CDBG Grant	\$208,100.00		\$208,100.00
<b>Total Allocation</b>	<b>\$ 368,100.00</b>	<b>\$ 234,000.18</b>	<b>\$ 602,100.08</b>
<b>Auxiliary Donations 2019-20</b>			
Appeals lestter 2018-\$26,500			
Prime Rib Dinner 2019-\$2882.46			
Rummage sale 2019-6173.00			
Appeals letter 2019-\$25,000			
<b>Other Donations</b>			
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			

