

TRINITY CENTER  
COMMUNITY SERVICES DISTRICT  
MINUTES  
August 10, 2021

- 1.0 The meeting was called to order at 6:01p.m. by Chairperson Pat Frost. Other board members in attendance were Drew Rusnak and Martie Mullen. Mike McHugh was present via telephone. Kristin Halliday joined the meeting after item 3.0. Assistant Chief Fall was present. General Manager Erik Anderson was not present. No other members of the public were present.
- 2.0 Announcements or Changes to the Agenda-CVFD is holding a breakfast on August 15th. Motion by Mike McHugh to change item 7.2 to include VFD bank accounts at Umpqua Bank. Second by Martie Mullen. Motion carried-4 Ayes.
- 3.0 Linnea Kneaper administered the oath of office to Kristin Halliday.
- 4.0 Public Comments-None
- 5.1 Approval of minutes from July 13, 2021-Motion by Marie Mullen to approve the minutes with amendment to item 4.2 to read Motion Carried-4 Ayes. Second by Drew Rusnak. Motion carried-5 Ayes.
- 6.1 Discuss recruitment process of new fire chief-Mike McHugh had nothing to report.
- 6.2 Discuss/Approve MD&A for fiscal year 2019-2020-Mike McHugh presented the report. The CSD is fiscally stronger this year than last. Mostly due to the fundraising for the new apparatus building. The board of directors believed that the district will be able to continue providing the existing level of services through the 2020-21 fiscal year and beyond. The fire hall expansion project is progressing in the planning stage and construction is expected to begin during the next fiscal year (2020-21). The primary funding for the project will be grant funding and fundraising. The district continues to explore opportunities to acquire a new-to-us engine to replace 1123 and a water truck. Motion to approve by Drew Rusnak. Second by Kristin Halliday. Motion carried-5 Ayes.

- 7.1 Discuss/Authorize a policy to allow the Chief/Assistant Chief to purchase Personal Protective Gear for new recruits to the VFD-Pat Frost presented the policy adding item 108.204. The secretary will need to monitor the spending to make sure it is within the budget and bring to the board to adjust mid-year if necessary. Motion by Mike McHugh Second by Drew Rusnak. Motion carried-5 Ayes.
- 7.2 Discuss/Authorize changes to the signature cards on VFD accounts at Coast Central Credit Union and Umpqua Bank-Linnea Kneaper presented. Umpqua will be closing the Weaverville branch in November. Signature cards need to be updated with new Board members. Linnea will bring back more information to the September meeting. Motion by Martie Mullen to postpone to September meeting. Second by Kristin Halliday. Motion carried-5 Ayes.
- 7.3 Discuss and possibly change meeting date of regular September board meeting. Linnea Kneaper asked the board to change the date of the September meeting due to a scheduling conflict. Motion by Kristin Halliday to change the meeting to September 7<sup>th</sup> at 6pm. Second by Drew Rusank. Motion carried-5 Ayes
- 7.4 Discuss/Approve Firefighter appreciation event-Assistant Chief Fall presented. Carol would like to have an appreciation and recruitment event in the fall. The last event was in 2019. Motion by Kristin Halliday to approve with a NTE amount of \$500. Second by Martie Mullen. Motion carried-5 Ayes.
- 8.1 Communications-Linnea Kneaper presented. A check was received from North Coast Air Quality Management District for burn permits issued in 2018-19. Linnea looked to the board for direction on which account to deposit the check. It was decided to deposit into VFD checking account. A letter was received from the McConnell Foundation extending the grant to June 30, 2022.
- 8.2 Update on new fire hall funding-Pat Frost had nothing to report.
- 9.1 General Manager's Report-Erik Anderson was not present. No report was given.
- 10.1 Fire Department Monthly Report-Assistant Chief Fall presented. July stats included 6 fire calls, 13 medical calls, 2 MVA. To date, 60 calls have been received through July. Total calls for 2020 was 60. At the request of the new recruits, there has been extra training. Miscellaneous volunteer hours include fire patrol on July 4<sup>th</sup> weekend, Derrek Carrey fixed the lights on 1162. Gauges on 1134 need to be replaced and the A/C has a leak. A signed agreement from USFS for mutual aid was received. Generator has been shipped and is scheduled for delivery on August 25<sup>th</sup>.

- 11.1 CSD Financial Report-Linnea Kneaper presented the report. Beginning balance \$322,604.63. Bills for July \$19, 011.07 and \$11,525.73 for August. Current balance \$292,067.83 less \$60,000 allocation for the new firehall new spending balance \$232,067.83.
- 11.2 Bills for Payment- Bills for August include repayment to the VFD for the generator purchased of \$7,632.73. The Umpqua Credit Card charges of \$2,427.98 included turn outs, auto repair, medical supplies and generator shipping. Motion by Martie Mullen to pay the bills. Second by Drew Rusnak. Motion carried-5 Ayes.
- 11.3 VFD Financial Report-Linnea Kneaper presented the end of fiscal year report for fiscal year 2020-21. Balance in the Umpqua checking account \$51,656.30. Balance in the Coast Central Building Fund account is \$243,298.36.
- 11.4 New Building Financial Report-Linnea Kneaper presented the report. The only change was the interest received in the Coast Central Account for \$219.11. The new balance in the Coast Central Account is \$243,517.53. No bills were received this month.
- 12.0 Items for next agenda Recap-change to VFD bank accounts, approve the final audit.
- 13.0 Adjournment-6:57p.m.

<b>Trinity Center CSD</b>			
<b>Building Fund</b>			
<b>August 10, 2021</b>			
	<b>TCCSD</b>	<b>CCCU ACCT</b>	<b>Total</b>
Building Allocation	\$60,000.00	\$108,117.07	\$168,117.07
Checking Account		\$1,000.95	\$1,000.95
Savings Account		\$134,180.40	\$134,180.40
Interest on VFD accounts-		\$219.11	\$219.11
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>\$ 243,517.53</b>	<b>\$ 611,617.53</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			
Donation 3/2021-\$60,000			
<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			
Trinity Trust 2021-\$8200.00			
Kormeir Family-\$250.00			

**Trinity Center CSD  
Accounts Payable  
August 10, 2021**

<b>Regular Expenses</b>	<b>Amount</b>
Linnea Kneaper-Services July	\$ 500.00
Frontier Communications	\$ 7.27
TDS Telecom - Telephone	\$ 58.94
Trinity PUD - Electric-Fire Hall -June	\$ 111.00
Trinity PUD - Street Lights –June	\$ 159.05
Umpqua Credit Card-turnouts, auto repair, medical supplies, generator shipping	\$ 2,427.98
Trinity County Department of Transportation-May and June Fuel	\$ 413.68
Trinity County Solid Waste	\$ 31.68
Suzanne Heinig-Houskeeping July	\$ 80.00
<b>Total Regular Expenses</b>	<b>\$ 3,789.60</b>
<b>Special Expenses</b>	
Drew Rusnak-reimbursement safety equipment FEAT	\$ 103.40
Trinity Center VFD-Reimbursement Generator purchase from CAL OES Grant	\$ 7,632.73
<b>Total Special Expenses</b>	<b>\$ 7,736.13</b>
<b>Total Expenses</b>	<b>\$ 11,525.73</b>
<b>Balance as of June 30, 2021</b>	<b>\$322,604.63</b>
<b>Less August Expenses</b>	<b>(\$11,525.73)</b>
<b>Less July Expenses</b>	<b>(\$19,011.07)</b>
<b>Current Balance</b>	<b>\$ 292,067.83</b>
<b>Less Allocation for new fire hall</b>	<b>\$ (60,000.00)</b>
<b>Total Spending Balance</b>	<b>\$ 232,067.83</b>

