

**TRINITY CENTER
COMMUNITY SERVICES DISTRICT**

Regular Meeting July 12, 2022

Minutes

- 1.0 Call to Order**-The meeting was called to order at 6:00pm by Chairman Pat Frost. Other members in attendance were Martie Mullen and Steve Finley. Drew Rusnak and Kristin Halliday were absent. Assistant Fire Chief Carol Fall, General Manager Erik Anderson and one member of the public were present.
- 2.0 Announcements or Changes to the Agenda**-Motion by Martie Mullen to change 6.1 to discuss and adopt resolution for November 2022 General Election. 2nd by Steve Finley. Motion carried. 3 Ayes, 2 Absent.
- 3.0 Public Comments**-None
- 4.0 Approval of Minutes**
 - 4.1** Approval of minutes from June 14, 2022-Motion by Martie Mullen to approve as presented. 2nd by Steve Finley. Motion Carried-3 Ayes, 2 Absent.
 - 4.2** Approval of minutes from June 23,2022-Motion by Steve Finley to approve as presented., 2nd by Pat Frost. Motion carried-2 Ayes, 1 Abstention, 2 Absent.
- 5.0 Unfinished Business**
 - 5.1** Update on Board Policy for Permanent record storage-Pat Frost is looking into something that was in the CSDA magazine for FEMA assistance. Linnea is going to forward the information to Pat.
 - 5.2** Discuss/Approve District Policy on Volunteer Compensation-Assistant Chief Carol Fall presented. In addition to the policy 106.40, 106.41, 106.42. Rates are per annual salary survey. Carol Recapped the policy that was presented in June. Motion by Martie Mullen to approve as presented. 2nd by Steve Finley. Motion carried-3 Ayes, 2 Absent.
- 6.0 New Business**
 - 6.1** Discuss/Approve Resolution for November 2022 General Election. -The district will have 3 seats open
For the election. Motion by Steve Finley to adopt the resolution. 2nd Martie Mullen. Motion carried, 3 Ayes, 2 Absent.
- 7.0 Communications, Directors & Ad Hoc Committee Reports**
 - 7.1** Communications (Kneaper)
- 8.0 General Manager Report (Anderson)**
 - 8.1** Fire Hall Planning and Construction Project -General Manager Erik Anderson presented. Hydrant testing on hold for a few months. Progress on the new building has slowed down. Materials for the doors expected week of the 21st of July. The man doors are on site. Pager programing done.
- 9.0 Fire Department Reports**
 - 9.1** Fire Department Monthly Report-Assistant Chief Fall Presented report. There were more calls in June. 3 fires in June including a smoke check Flume fire in Hatchett Creek area. 6 medicals, 1 MVA. Trainings include helicopter training, 2 FEAT responses to flume fire and MVA. With the increased activity, volunteer hours have increased. Oil changed on 1134, rack being installed on 1111. Flume fire started along the power lines. USFS modifying agreement to prior agreement if we respond to initial attack, and there over 4 hours get paid for time of dispatch. Should have agreement in next 2 weeks. Retroactive to June 1st.
- 10.0 Financial Report and Bill Payment (Kneaper)**
 - 10.1** CSD Financial Report-Linnea Kneaper presented the report. The balance as of July 1st was \$320,206.30. Bills for July included the GSRMA yearly insurance and engineering fees for the new building. Total bills \$13, 199.71. New balance is \$307,006.59 less the \$60,000 allocation

for the new fire hall, total spending balance \$247,006.59.

10.2 Bills For Payment-Motion by Martie Mullen to pay the bills as presented. 2nd by Steve Finley. Motion carried- 3 Ayes, 2 Absent.

10.3 VFD Financial Report-Linnea Kneaper presented the report. The only change was the donation from the Jason family for \$5000 and Gutermuth Family for \$125. Total balance in the special fund is \$49, 658.02.

10.4 New Firehall Construction Financial Report-The bill was paid to TVCE for \$352.50. The increase in the building fund account was \$199.23 interest.

11.0 **Items for Next Agenda Recap-None**

12.0 **Adjournment-6:40pm**

July 2022 CSD Monthly Report

June 2022 Stats

Fire	Number	Personnel Hours
Trinity Center	1	2:15
Coffee Creek	1	30:02
Annex	1	4:30
<i>Total</i>	3	36:47
Medicals		
Trinity Center	2	8:43
Coffee Creek	1	1:12
Annex	3	15:00
<i>Total</i>	6	24:55
MVAs		
Trinity Center		
Coffee Creek	1	7:12
Annex		
<i>Total</i>	1	7:12
Other	0	0
Totals	10	68:44
Training		
Fire	4	42:30
Medical	1	13:30
FEAT	2	29:00
<i>Total</i>	5	85:00
FEAT		
Responses	2	23:00
Misc	5	25:00
Total Activities and Personnel Hours	24	201:44

Additional Notes: Patrolling for 4th of July holiday, change oil on 1134, work on suction line rack for 1111, etc

**Trinity Center CSD
Accounts Payable
July 12, 2022**

Regular Expenses	Amount
Linnea Kneaper-Services June	\$ 500.00
Frontier Communications	\$ 7.27
TDS Telecom - Telephone	\$ 56.35
Trinity PUD - Electricity-Fire Hall -June	\$ 148.97
Trinity PUD - Street lights June	\$ 163.03
Campora-Annual tank rental	\$ 115.00
Umpqua Credit Card-small tools, Quickbooks, radio equipment	\$ 186.09
Suzanne Heinig-Houskeeping June	\$ 80.00
Total Regular Expenses	\$ 1,256.71
Speical Expenses	
TVCE-May	\$ 362.50
NTLIA-yearly fees for IOOF Rental	\$ 240.00
GSRMA-Insurance	\$ 11,314.00
Total Special Expenses	\$ 11,943.50
June Total Expenses	\$ 13,199.71
Balance as of July 1, 2022	\$320,206.30
Less June Expenses	\$13,199.71
Current Balance	\$ 307,006.59
Less Allocation for new fire hall	\$ (60,000.00)
Total Spending Balance	\$ 247,006.59