

# TRINITY CENTER COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS MEETING

## Regular Meeting

Aug. 2, 2011

The meeting was called to order by Mike McHugh at 6:31 p.m. Other members present: Virginia Allin, Dewey Baird and Hal Pflueger. Glen Ahmann was absent. 7 members of the public were also present.

Minutes of the meeting were posted on the web site and are available at the meeting. It was moved by Virginia Allin that the minutes be accepted as written. It was seconded by Hal Pflueger. The minutes were accepted as written.

CSD Financial report was passed out and the balance was read.

TCVFD Financial reports were passed out and the balances were read.

### Unfinished Business

New Fire House Building Committee report - Fire House Construction Project –Dewey reported that there was a project meeting two weeks ago. There was a consensus that they do need to proceed with a project that would provide an extra apparatus bay, additional storage space, a training area and some smaller ancillary areas to meet the essential needs that were defined at the last meeting. The committee has almost reached a consensus concerning what direction to send the draftsman. The meeting was not finished because of a VFD call out. There will be another meeting to give the draftsman some solid guidance and tell him which way they would like him to go to proceed.

The second area the Dewey is working on is creating a matrix to take the options that Don Mullen explained at the last meeting on his power point presentation and arrange them in a way that at a glance they can determine where they would get the most for the least and where their efforts would pay off immediately with a very short payback. Dewey hopes to have the information with some recommendations to the Board before the next meeting. Dewey will take Don's information and have some costs and estimates ready for the next meeting.

Discuss ISO Audit-Mike McHugh asked Luke Lucas to give an update on the ISO pre-audit. Luke reported that the apparatus inventory has been completed and he will mail the pre-audit packet tomorrow. Once the pre-audit information has been reviewed they will set up a pre-trip to come up and perform a pre-audit inspection.

Discuss Agency to use for Annual Audit-Mike McHugh explained that the agency that has been used in the past to perform the annual audit has been taken over by some of the employees after the owner retired. The CSD would like to take this opportunity to look at other agencies. Also, the County will be using a new agency to conduct their annual audit this year. Jan Bellinger reported that three RFP letters have been sent out and no replies have been received as of yet. Mike reported that this is for the fiscal year of 2010/2011.

### Communications

Letter from State Controller regarding Financial Transaction Report-Jan Bellinger reported that a letter was received notifying the CSD of the upcoming Financial Transaction Report which is due annually.

Postcard from US Census Bureau-Jan Bellinger reported that a postcard from the US Census Bureau was received notifying the CSD that in October they will be receiving a Government Unit Survey for the US Census.

### Public Comment

Billie Higgs thanked everyone who worked on the Lake Fest. It was a great success. Mike McHugh reported that the figures are not in yet on the proceeds for each department that the funds are going to. Part of the funds are going to the TC VFD, the CC VFD and the IOOF hall.

Kelli Gant reported that the next event is the lake birthday party on Aug. 14, 2011. There are also activities on Aug. 13<sup>th</sup> at Cedar Stock. There is information on all of the weekend's events on the web site. On Aug. 14<sup>th</sup> there is the Fire Dept. open house to celebrate the 50<sup>th</sup> anniversary of Trinity Center and the VFD and also the Museum open house to celebrate their 160<sup>th</sup> anniversary. Kelli reported that she met with Doug LaMalfa and talked about the re-districting, Cal-Fire fees and the Forest Service. Kelli also reported that the Forest Service has not condemned the Cedar Stock docks. Forever Resorts had condemned two docks because they felt they were not safe. The Forest Service is working with Forever Resorts to get a 2 million dollar grant from Cal Boating to do improvements on the parking space, bathrooms, courtesy dock and the road to the marina.

Luke Lucas reported that the fire hydrants in Covington are being cleared around and Howard Covington has been authorized by water board to purchase reflective tape to mark stripes on the stand pipes instead of painting them all yellow.

Virginia Allin reported that on Aug. 14<sup>th</sup> the museum will be open from 1:00pm to 6:00pm. She also reported that Lyn Scott will be talking about 160 years of history at 2:00pm and the Ice Cream Social will be at 3:00pm. These will all be held at the museum.

Mike McHugh reported that the Fire Dept. open house precedes the Museum open house and will be from 11:00am to 2:00pm. There is also a blood drive from 11:00am to 3:00pm at the fire house. Sue Chatterton is coordinating the time slots for the blood drive. Call Sue to set up a time between 11-3 to donate. At 11:45am will be the graduation of the new first responders. Bob Bryant will be the MC for the graduation.

### New Business

Approve resolution for dedication of fire house and plaque for Dick Hamilton-Mike McHugh reported that during the VFD Open House, at 12:00pm, will be a celebration of Dick Hamilton's 46 years of service to the Fire Dept., 40 of which he was the Fire Chief. Both past and present administrations have determined to honor Dick in a special way by renaming the fire house in his honor and dedicate the fire house to him. The plan was to dedicate a new fire house to Dick if the FEMA grant went through. Since the grant did not go through the Fire Dept. has requested the existing fire house be renamed in his honor. This item has been brought to the Board since the fire house is a publicly owned facility of the District. A resolution is being introduced to recognize Chief Hamilton for his years of service and renaming the Fire House in his honor. If this resolution is approved by the Board this will occur at the open house on Aug. 14<sup>th</sup>. The resolution has been posted on the web site and copies are available in the back of the room tonight. Virginia Allin made a motion that the Board waive the reading of the resolution at this meeting and adopt the resolution to rename the fire house, dedicate the fire house and recognize the service of Dick Hamilton. The motion was seconded by Dewey Baird. The motion passed with a unanimous vote. There will be a copy of the resolution presented to Dick at the dedication on Aug. 14<sup>th</sup> and a copy will be placed in the Fire House. Roger Chatterton will be the MC for the dedication and will be introducing the other speakers. Mike encouraged everyone to attend.

### Fire Dept. Report

Ken Rieke passed out and read the monthly report (see attached)

### Bills for Payment

The list of bills to be paid was passed out. After some discussion a motion was made by Virginia Allin that the list of bills be paid as stated. The motion was seconded by Dewey Baird. The motion passed that the following bills be paid:

#### **Regular Expenses**

Trinity PUD- Electric-Fire Hall	\$51.06
Trinity PUD- Street Lights	\$140.58
TDS Telecom-Telephone	\$53.58
Jan Bellinger-Salary	\$350.00

#### **Special Expenses**

NTLIA-IOOF Hall Rental (6 mo)	\$108.00
TC VFD-Reimburse for County DOT-Fuel	\$277.39
Life Assist-First responder Patch/Stethoscope	\$269.08
ECMS-Patches	\$101.00
L.N. Curtis-Patches	\$29.17
Jim Wilson Motors-1134 repairs and inspection	\$275.25
Total - Checks for payment	\$1,655.11
New Balance	\$149,681.75

### Adjournment

Meeting adjourned at 6:58 p.m.

### Items for next meeting agenda:

New Fire House Building Committee report  
Discuss ISO Audit  
Update agency to use for Annual Audit Report

Next Meeting: Sept. 6, 2011

Jan Bellinger – Secretary

## **TCVFD ACIVITY REPORT FOR JULY 2011**

### **Fire**

**Coffee Creek – 2**  
**Trinity Center – 2**  
**CM-LFE-LC - 1**

### **Medicals**

**Coffee Creek – 1**  
**Trinity Center – 1**  
**CM-LFE-LC -1**  
**Minersville-2**

### **Traffic collision**

**Coffee Creek -3**  
**Trinity Center-0**  
**CM-LFE-LC – 0**

**2 out of district calls (Weaverville area) cancelled**

**Trainings – 3**

**Total events – 18**