

TRINITY CENTER COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS MEETING

Regular Meeting

Dec. 2, 2014

The meeting was called to order by Mike McHugh at 6:30 p.m. Other members present were Glen Ahmann, Drew Rusnak, Pat Frost and Virginia Allin. 7 members of the public were also present including the Assistant Fire Chief and the General Manager.

Announcements

Director Allin announced that she would not be in attendance at the January 2015 meeting.

Minutes of the last regular meeting and the special meeting were posted on the web site and were available at the meeting. Mike McHugh explained that there are two sets of minutes because of the special meeting that was held. Mike reported that there was one comment received regarding page 3 of the regular meeting minutes under the GM report where it states that the cost for a complete building is about \$200-\$300 per sq ft. For clarification the data was received from someone in a paid service. Glen Ahmann made a motion that both sets of minutes be accepted as written. It was seconded by Pat Frost. The minutes were unanimously accepted as written.

CSD Financial report was made available and the balance was read.

TCVFD Financial report was made available and the balance was read. Martie Mullen reported that the money from the Forest Service for Mutual Aid Support at the airport had still not been received. She will follow up with them on Friday.

TCVFD Auxiliary Financial report was made available and the balance was read.

Unfinished Business

Update on Resolution for acceptance of the new VFA agreement – Mike McHugh explained that a special meeting was held to approve a resolution to accept the new VFA agreement. At that meeting the Board approved the submission of the grant application and committed to \$1428.00 for the matching grant. Steve Renten reported that the application has been submitted.

Communications & Director Reports

None

Public Comment

Wyatt Ribarich, on behalf of the public and the annexed areas, wanted to thank all who serve our community in one way or another for their service.

Virginia Allin reported that the Secret Santa Program is under way. There are ornaments out and money is being collected. There will be a wrapping party at Trailhead Pizza on Dec. 14th at 1:00pm. Checks for donations can be made out to Eddi Fencil. Ornaments can be picked up at the post office and gifts or money can be dropped off at the post office or at the General Store.

Glen Ahmann reported that the Lion's senior dinner will be held Sat. Dec. 13th. If you plan to attend please call Cindi Ahmann or Barb Duca.

New Business

Board approval for the sale of the old rescue vehicle – Mike McHugh reported that when the VFD purchased the new rescue rig there was a surplus of rescue rigs. The Fire Dept. wishes to sell the old rescue rig and put the funds toward other purchases. Since the rig is a District Asset the Board needs to approve the Dept. declaring it surplus and disposing of it. Mike recommends that the Board approves of the Fire Dept. disposing of it by means of sale. An alternative method of disposal would be donating it to another District but there is no known District who would be interested in it at this time. There is a little bit of concern with donating the vehicle since it is a public asset. After some discussion a motion was made by Glen Ahmann that the Board authorize the Fire Dept. to determine the best way to sell the old rescue rig and sell it. The motion was seconded by Drew Rusnak. The motion passed unanimously.

Discuss/Approve Modifications for 1162 Rescue Rig – Glen Ahmann reported the Fire Dept. now has a new rescue rig and a new capstan over the side winch system that they need to be able to use. To hook the capstan to the new rig requires a hitch. Steve Renten reported that he has taken the vehicle to two shops in Redding to get estimates on the cost of installing a hitch. Both shops recommended the hitch be placed in the rear of the vehicle. There is already a lot of wiring and equipment in the front. The hitch must have a 10,000 lb. receiver rating to meet requirements. One quote was for \$1200.00 and the other was \$1321.11. Freightliner and Industrial Metals & Welding are the two vendors. Both places will certify the hitch. Glen Ahmann made a motion to authorize up to \$2000.00 get the work done to modify the rescue rig with a hitch. There was a second by Virginia Allin. The motion passed unanimously.

Approve draft MD&A – Glen Ahmann explained that every year as part of the annual audit an MD&A (Management, Discussion & Analysis) has to be done. This is a summary of the fiscal performance of the District. Glen presented a draft MD&A for FY 2013/14. The County has not yet closed the books so there will be some adjustment to the figures. The auditor has not provided a draft copy of the audit yet either. The figures that were used are from the County reports and the CSD and VFD financial reports. The report included the two accounts for the Fire Dept. The Auxiliary is not included in the report or audit. Glen reviewed and summarized the MD&A report. After some discussion and a few recommended minor wording changes, a motion was made by Drew Rusnak to accept the draft MD&A with the suggested changes and the understanding that there will be more changes in the final version. The motion was seconded by Pat Frost. The motion passed unanimously. The final version of the MD&A will come before the board again when the Audit Report is reviewed for acceptance. The Board thanked Glen for his hard work on this report.

General Manager Report

Erik Anderson reported that the Fire House Project meeting was delayed until Dec. There was a meeting regarding hydrants on Nov. 10th. He merged the information that he got from

spread sheets from Mike McHugh and Glen Ahmann. He will go out when the weather permits and get data on the hydrants such as manufacture, date of manufacture and color for the hydrants that they don't have that data on so they will have a complete data set on the hydrants.

Pat Frost reported that he contacted RCD for the GIS map of the District showing where the water mains are, their sizes, the location of the hydrants and the utilities. They are expected to work on the map in 2015. There is money through RCD to have Kelly Sheen create the map for our district. It was requested that the map include the annexed areas as well. When the hydrants are checked they will gather data on those areas to provide for the map.

Wyatt Ribarich asked about the hydrant markers for the snow. He suggested there be an effort to standardize the marking system.

Fire Dept. Report

Assistant Fire Chief Martie Mullen read the Fire Dept. report (attached). There were copies of the report available at the meeting. Martie reported that this would be her last meeting as the Assistant Fire Chief. Everyone thanked her for her work.

Bills for Payment

The list of bills to be paid was made available. After some discussion a motion was made by Pat Frost that the list of bills be paid as stated. The motion was seconded by Glen Ahmann. The motion passed unanimously that the following bills be paid:

Regular Expenses

Trinity PUD- Electric-Fire Hall-includes drought relief surcharge	\$27.39
Trinity PUD- Street Lights-includes drought relief surcharge	\$159.05
TDS Telecom-Telephone	\$52.92
Jan Bellinger-Salary	\$350.00

Special Expenses

Trinity Center VFD-Financial Assistance with Purchase of Rescue Rig	\$10,000.00
Trinity County Solid Waste-Dump Fee	\$2.85
Trinity Hospital-Restock 306	\$14.72
Steve Renten-Drop Light for 1134/Thermo Control for Drop Light/Fuel Equip	\$70.84
Sign Creations-TC VFD Logo	\$160.00
Robert Bryant-Light Bulbs for over door/Extension Cord for 1123	\$49.31
Total - Checks for payment	\$10,887.08
Balance as of 11/30/14	\$153,482.66
New Balance	\$142,595.58

Adjournment

Meeting adjourned at 7:20p.m.

Items for next regular meeting agenda:

Election of new Chairman and Vice Chairman

Next Regular Meeting: Jan.6, 2015

Jan Bellinger – Secretary

TCVFD ACIVITY REPORT FOR NOVEMBER 2014

Fire- Total = 0

Coffee Creek – 0

Trinity Center – 0

Annex – 0

Medicals Total = 2

Coffee Creek – 2

Trinity Center – 0

Annex – 0

Vehicle Accident Total = 0

Coffee Creek – 0

Trinity Center – 0

Annex – 0

Other- Total = 0

Trainings – Total = 3

Fire – 2

Medical – 1

FEAT – 0

TOTAL EVENTS = 5