

# TRINITY CENTER COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS MEETING

Regular Meeting  
Amended  
Nov. 3, 2015

The meeting was called to order by Glen Ahmann at 6:33 p.m. Other members present were Virginia Allin, Pat Frost and Mike McHugh. Drew Rusnak was absent. 5 members of the public were also present including the Fire Chief and General Manager.

## Announcements

Glen Ahmann announced that Drew Rusnak would not be in attendance at the meeting tonight.

Minutes of the last meeting were posted on the web site and were available at the meeting. Pat Frost made a motion that the minutes be accepted as written. It was seconded by Virginia Allin. The minutes were accepted unanimously as written.

CSD Financial report was made available. The balance is only the last month's balance minus the bills for payment each month until the County closes the books. Jan Bellinger reported that there will be a deposit of \$993.72 from the State Controller for a FVA grant. The balance after the bills are paid tonight including the deposit will be \$154,396.64.

TCVFD Financial report was made available. The balance is \$85,227.54.

TCVFD Auxiliary Financial report was made available. The balance is \$6,064.72. Some money was transferred from the Auxiliary account to the Fire Dept. account last month.

## Unfinished Business

Update on Mutual Aid Reimbursement for Coffee Creek Fire from last summer – Steve Renten reported that the \$16,700.00 payment still has not been received, it is still being processed. The invoice for the double payment of \$3,777.00 that the Forest Service sent us still has not been received so the CSD can't make the repayment to them yet. The Department is also still due \$900.00+ for the Captain fire from this past July.

Discuss/Approve New Resolution for CFAA Agreement – Glen Ahmann explained that this item and the next item (Compensation Pay Policy) go together. Steve Renten explained that we have been requested by Cal OES (California Office of Emergency Services), who coordinates and administrates the California Firefighting Assistance Agreement, to rewrite our resolution and reference a Pay Policy instead of the CFAA. Steve explained that the resolution, which was passed at the May meeting, has been rewritten to refer to an extraordinary event, mutual aid events and so forth when it comes to authorizing pay for firefighter responding to mutual aid CFAA assignments. The OES request is satisfied because the actual pay conditions have been placed inside an internal document.

Glen Ahmann reported that the Compensation Pay Policy goes along with this item. The Pay Policy has been formatted to match the current District Policies. The Title will be changed to replace the word "Pay" with "Compensation". Pat Frost suggested the wording on the CFAA agreement be changed as well to keep them

consistent. Glen reminded that policies have to be submitted for review a meeting before they are up for approval/adopted so the Pay Policy will be brought back at the Dec. meeting for approval. Glen read the policy and explained some of the items in the policy. Mike McHugh suggested there be some clarification on the wording and definitions of terms on some of the items in the policy. After some general discussion it was decided to make the discussed changes and bring back to the next CSD meeting for approval/adoption.

Changes to the CFAA agreement resolution were discussed. After some discussion Mike McHugh made a motion to approve the CFAA agreement resolution 2015-04 with the discussed amendment changes as read by Glen Ahmann. The motion was seconded by Virginia Allin. The motion passed unanimously.

Discuss/Approve Compensation Pay Policy – Glen Ahmann explained that this item was already covered under the Discuss/Approve New Resolution for CFAA Agreement item.

Discuss Appointment of Candidate for Board Position Opening – Jan Bellinger reported that no application letters have been received. Glen Ahmann reported that he received a letter from Virginia Allin saying that she is willing to serve another term. Glen explained that the position opening is posted until Nov. 7, 2015 so an appointment can't be made at this meeting. If no other application letters are received by the 7<sup>th</sup> then Virginia will be appointed at the next regular CSD meeting in December.

### Communications & Director Reports

Jan Bellinger reported that she contacted GSRMA regarding the volunteers being covered under our worker's compensation insurance if they respond to a mutual aid incident and are compensated. The volunteers are covered however their compensation must be tracked and reported to GSRMA. This will affect our worker's comp. insurance rate. Jan will contact them again to get more clarification in writing.

Jan also reported that she received a notice from the County reminding her that the District must file their own 1099's this year.

### Public Comment

Wyatt Ribarich said in the season of Thanksgiving he would like to thank everyone for their service. Billie Higgs also thanked everyone for their service.

### New Business

Vote on Mail Ballot to elect a representative to the CSDA Board of Directors for Seat A – Glen Ahmann explained that there are two people running for the open seat. No one on the Board knows either person and it was decided unanimously to pass on this vote.

Discuss/Approve Purchase of more Hydrants – Glen Ahmann reported that the two hydrants that were approved at an earlier meeting were purchased and have been installed. Ken Rieke has requested another hydrant be purchased to have on hand. Erik Anderson suggested that because of the age of most of the hydrants we should be prepared to replace some of them. Glen recommends one more hydrant be purchased to have available if needed for now and then more can be purchased in the spring when the water company resumes its work. Mike McHugh made a motion to spend up to \$3,000.00 to purchase one additional hydrant. There was a second by Pat Frost. The motion passed unanimously.

Discuss/Approve Purchase of Batteries for Repeater Site – Erik Anderson had a report available at the meeting with information about the different options for batteries for the repeater site. Erik reported that the new

controller will help with the power but if we want more battery capacity all new batteries will need to be purchased so that they are matched. Glen Ahmann suggested the Board ask Coffee Creek VFD to help with the cost of the batteries. After some discussion Pat Frost made a motion to approve up to \$3,500.00 to purchase batteries for the repeater site, leaving it up to the discretion of the General Manager and the Fire Chief to decide which batteries to purchase. It was also decided to contact Coffee Creek VFD regarding their share of compensation. There was a second by Virginia Allin. The motion passed unanimously.

Discuss Proposal from Campora Propane – Glen Ahmann reported that Jan Bellinger received an unsolicited proposal from Campora to change our propane service back to them. They are also offering a discount to the volunteer firefighters. We currently have Amerigas which also offers a discount to the firefighters. Glen requested Steve Renten talk to the volunteers to see who are using Amerigas with a discount since if a change is made this would affect their rates. Jan Bellinger reported that there was no proposal or contract with Amerigas since they took over from Northwestern. Jan requested a proposal or bid be sent to her but she has not received one yet. Glen suggested more research be done and that they canvas the volunteers to see if a change would affect anyone. Glen requested this item be placed on the next meeting's agenda when we have more information.

There was some concern voiced over the service received from Amerigas. There were multiple reports of tanks running dry last season including at the fire house.

### General Manager Report

Erik Anderson had a written report available at the meeting. Erik reported that Sunday Oct. 25<sup>th</sup> a number of people continued the testing of hydrants. They tested eleven hydrants in the Trinity Center area. They have twenty three left to test, seventeen in the Knolls and six more in Trinity Center. The test resulted in six hydrants that were functioning with no leaks or problems, three hydrants that had some leaks, one hydrant that was cross threaded and one hydrant that was cross threaded and leaking. To date thirty hydrants have been tested. Twenty two of those tested passed inspection, one has a sound that may need looked at, five are actually leaking, the one with no water that has been resolved and is now working and the two that are cross threaded. They will continue the hydrant testing this month. Steve Renten reported that ISO wants to see the hydrant testing done on a regular basis.

### Fire Dept. Report

Steve Renten read the Fire Dept. report (attached). There were copies of the report available at the meeting. Steve reported that there was some discussion about having the parking lot in front of the fire house sealed and the cracks filled. After contacting the person who has done it in the past it was determined that it is too cold now and will he will give us an estimate in the spring. Steve also reported that he heard last night from TCLS that the radios that they are donating to the TC VFD, as discussed at a previous meeting, are now ready and Steve will pick them up Friday morning.

Steve reported that at the Fire Chief's meeting last night both CalFire and the Forest Service took a moment to congratulate the Trinity Center Volunteer Fire Dept., as well as other Trinity County Fire Departments, for their significant improvements in proficiency and cooperation over the last couple of years.

There was an announcement from CalFire that the burn ban is modified and you can now do dooryard burns from 6:00a.m.until noon but Steve cautioned that burning is still risky until things get damper.

Steve reported that our Medical Director has suggested as a recruiting and retention idea that the Fire Dept. buy Alliance memberships for the firefighters. The Alliance combines TCLS, Reach and PHI memberships.

Steve also reported that a letter of communication was received from the State Firefighter's Association reminding us that there is a Safer Grant, which is a grant provided through FEMA and the US Fire Administration, which we have never taken advantage of that is focused on firefighter recruiting and retention. With this grant if the VFD signs up its members they will receive a \$500,000.00 death insurance coverage and

\$500.00 per week disability payment coverage which is paid for by the grant and not invoiced to the District. This coverage is for accidents that may occur while on a VFD response only. Steve suggested it may be a good thing to pursue for our volunteers. There is no cost for the insurance and no administration costs. Steve reported that the RCD has informed him that the District maps should be published this fall. The five year wild fire protection plan reissuance is coming up and they may be contacting the Board or the VFD for information on this area.

Bills for Payment

The list of bills to be paid was made available. Glen Ahmann noted that there is a check for our annual CSDA membership. Jan Bellinger added that the balance also reflects a deposit of \$993.72 that will be made for a VFA grant reimbursement from 9/2/15. After some discussion a motion was made by Pat Frost that the list of bills be paid as stated. The motion was seconded by Virginia Allin. The motion passed unanimously that the following bills be paid:

**Regular Expenses**

Trinity PUD- Electric-Fire Hall-includes drought relief surcharge/System Access	\$44.93
Trinity PUD- Street Lights-includes drought relief surcharge	\$159.05
TDS Telecom-Telephone	\$55.39
Jan Bellinger-Salary	\$350.00
Trinity DOT-Fuel	\$196.27

**Special Expenses**

Jan Bellinger-Copy Paper for Fire House	\$19.78
CSDA-Annual Membership Dues	\$226.00
Independent Business Forms-Print Checks	\$133.74
Trinity County Solid Waste-Dump Fee	\$7.13
Total - Checks for payment	\$1,192.29
Check deposited from State Treasurer for VFA Grant	\$993.72
Balance as of 10/31/15	\$154,595.21
New Balance	\$154,396.64

Adjournment

Meeting adjourned at 8:30p.m.

Items for next regular meeting agenda:

- Discuss/Appoint Candidate for Board Position Opening
- Discuss/Approve Compensation Pay Policy
- Discuss Proposals from Amerigas and Campora Propane

Next Regular Meeting: Dec. 1, 2015

Jan Bellinger – Secretary

## Trinity Center Volunteer Fire Department Monthly Report Oct, 2015

<b>Incident Type</b>	<b>Count</b>	<b>Notes</b>
<b>Fire</b>	<b>0</b>	
<i>Coffee Creek</i>	0	
<i>Trinity Center</i>	0	
<i>Annex</i>	0	
<b>Medical</b>	<b>4</b>	
<i>Coffee Creek</i>	2	Automatic Aid
<i>Trinity Center</i>	2	
<i>Annex</i>	0	
<b>MVA</b>	<b>1</b>	
<i>Coffee Creek</i>	0	
<i>Trinity Center</i>	0	
<i>Annex</i>	1	
<b>Public Assist</b>	<b>0</b>	
<i>Coffee Creek</i>	0	
<i>Trinity Center</i>	0	
<i>Annex</i>	0	
<b>Training</b>	<b>3</b>	2 Fire + 1 EMS
<b>Work Parties</b>	<b>0</b>	
<b>Total Convocations</b>	<b>8</b>	

<b>Type</b>	<b>Vol Hrs</b>	<b>Notes</b>
Incident Responses	20.5	
Training	24	
Work Details	0	
Individual Admin/Mgmt	140	Category includes Individual Contributions for: Firehouse & vehicle maint, public contact, training, correspondence, ambulance readiness, certification maint & other
FEAT Hours	24	
<b>Total Volunteer Hrs</b>	<b>208.5</b>	