

# TRINITY CENTER COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS MEETING

Regular Meeting

June 7, 2016

The meeting was called to order by Mike McHugh at 6:30 p.m. Other members present were Glen Ahmann and Drew Rusnak. Virginia Allin and Pat Frost were absent. 5 members of the public were also present including the General Manager.

## Announcements

Mike McHugh announced that there is a quorum for this meeting. There are two Directors who informed the Board that they would not be able to attend the meeting.

Erik Anderson announced that he will not be able to attend the July meeting.

Minutes of the last meeting were posted on the web site and were available at the meeting. Glen Ahmann made a motion that the minutes be accepted as written. It was seconded by Drew Rusnak. The minutes were accepted unanimously as written.

CSD Financial report was made available. Jan Bellinger reported that the balance includes deposits from the County of \$24,024.02. The balance after the bills are paid tonight will be \$177,076.66.

TCVFD Financial report was made available. The balance is \$104,793.69.

TCVFD Auxiliary Financial report was made available. The balance is \$5,576.48.

Mike McHugh asked Linda Magni if the balance included any deposits from the fund raising letters. There have been no donations at this time.

## Unfinished Business

None

## Communications & Director Reports

Jan Bellinger reported that she received a notice from GSRMA saying the yearly dividends will be reflected on the July invoices. Our dividend is \$161.00.

## Public Comment

None

## New Business

Present Draft Budget – Glen Ahmann reported that the budget committee met and drafted a budget. There were copies of the draft budget available at the meeting. Glen explained that the committee looked at the last 5 years

average as well as any known expenses upcoming to come up with the new proposed budget. Glen went through the expenses and explained some of the items. The first item was the Secretary salary. Glen reported that the salary has stayed the same for about 7 years. He suggested the amount be raised from \$350.00 per month to \$400.00 per month. If all are in agreement and the budget is approved next month then the raise will be included and approved as well. Glen reported that some extra money was put into the Fixed Assets budget for additional hydrants. Glen explained that the Board has a long history of under spending the budget each year and is in good shape financially. The budget will be approved at the July meeting. Mike McHugh recommended the Secretary salary (code 1010) be changed to \$4800.00 and approve the raise. Mike thanked the committee for their work on the budget.

Vote on “Shall the 2016 Proposed CSDA Bylaws Amendments be Adopted” from CSDA – Mike McHugh explained that the CSDA (California Special Districts Association), which the CSD is a member of and receives some benefits from. Mike read a summary of the changes to the Bylaws. Glen Ahmann recommended the CSD approve the amendments to the Bylaws. Mike volunteered to read the full list of changes and if the Board authorizes him to vote to approve the amendments. Glen Ahmann made a motion to give Mike McHugh the authority to approve that the amendments be adopted. Mike will vote “yes” that the 2016 Proposed CSDA Bylaws Amendments be Adopted unless he finds something in the full list that is a red flag. There was a second by Drew Rusnak. The motion passed unanimously.

Appoint person to attend LAFCo meeting to nominate Independent Special District Regular Member to sit on Trinity LAFCo Board – Mike McHugh explained that LAFCo (Local Area Formation Commission) is a commission that each County has, but it is not a County entity. It is made up of Special District members, a County member and a Board of Supervisor member as well as other possible members. The largest member of the Trinity County LAFCo is PUD. Mike reported that every year LAFCo holds a meeting to elect Board members. The Chairman of each Special District is usually the person who attends the meeting to nominate/vote for a Special District member to sit on the LAFCo committee. Mike is unable to attend the meeting which is on Monday June 13, 2016. Drew Rusnak volunteered to attend the meeting for the CSD and vote on its behalf. Glen Ahmann made a motion to appoint Drew Rusnak to attend the LAFCo meeting and vote on behalf of the CSD. The motion was seconded by Drew Rusnak. The motion passed unanimously.

### General Manager Report

Erik Anderson had a written report available at the meeting. Erik reported that the hydrant testing has been completed for the calendar year. Erik had good news in that all 54 hydrants have water suitable for firefighting. There are three hydrants that only have the smaller ports available for use. There are eight hydrants with leaks that need to be repaired or replaced. Erik had a recommendation that numbers be painted on the hydrants for easy identification. The testing needs to begin again to keep up with the once a year testing for each hydrant. Mike thanked Erik and Pam for all of their work to get the hydrants tested.

Erik also reported that on the Fire Station remodel he received some good information last month in Lewiston from a specialist, Paul Scribner, who does metal buildings. He took the foot prints and worked up an estimate of \$181,000.00 which includes heavy duty roll up doors. Erik also had a budgetary quote from Air Exchange Inc. for an exhaust removal system of \$61,361.00. He feels this is on the high side and will continue to look for other vendors. This will bring the total for a new building to the \$250,000.00 to \$270,000.00 range.

### Fire Dept. Report

Steve Renten was absent from the meeting and there was no VFD report available. (The report will be attached when available)

Paul Bellinger thanked the Trinity Center VDF, Glen Ahmann and Mike McHugh, for providing the medical personnel and ambulance for the Lion’s fish derby.

## Bills for Payment

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

### **Regular Expenses**

Trinity PUD- Electric-Fire Hall-includes drought relief surcharge/System Access	\$104.93
Trinity PUD- Street Lights-includes drought relief surcharge	\$159.05
TDS Telecom-Telephone	\$54.82
Jan Bellinger-Salary	\$350.00

### **Special Expenses**

Trinity DOT-Fuel Includes \$-33.41 credit	\$126.32
Suzanne Heinig-Fire House Cleaning-March/April/May/June	\$120.00
Mike McHugh-Title 22 First Aid Class	\$75.00
Terminix-Fire House-Pest Control-Annual Payment	\$291.00
Trinity Hospital-Restock 306	\$71.75
RWS Services-Battery for HH Radio	\$77.54
GSRMA-Annual Insurance	\$8,275.00
Total - Checks for payment	\$9,705.41
Balance as of 5/31/16	\$186,782.07
Deposits from County	\$24,024.02
New Balance	\$177,076.66

## Adjournment

Meeting adjourned at 7:12 p.m.

## Items for next regular meeting agenda:

Approve Budget

Next Regular Meeting: July 5, 2016

Jan Bellinger – Secretary

## Trinity Center Volunteer Fire Department Monthly Report May 2016

<b>Incident Type</b>	<b>Count</b>	<b>Notes</b>
<b>Fire</b>	<b>3</b>	
<i>Coffee Creek</i>	1	Automatic Aid
<i>Trinity Center</i>	1	
<i>Annex</i>	1	
<b>Medical</b>	<b>8</b>	
<i>Coffee Creek</i>	3	Automatic Aid
<i>Trinity Center</i>	3	
<i>Annex</i>	2	
<i>Other</i>	0	
<b>MVA</b>	<b>1</b>	
<i>Coffee Creek</i>	0	Automatic Aid
<i>Trinity Center</i>	1	
<i>Annex</i>	0	
<b>Public Assist</b>	<b>3</b>	
<i>Coffee Creek</i>	1	
<i>Trinity Center</i>	1	
<i>Annex</i>	0	
<b>Training</b>	<b>3</b>	3 Fire. 1 Cross training with USFS
<b>Work Parties</b>	<b>0</b>	
<b>Total Convocations</b>	<b>18</b>	

<b>Type</b>	<b>Vol Hrs</b>	<b>Notes</b>
Incident Responses	98	
Training	36	
Work Details	0	
Individual Admin/Mgmt	239	Category includes Individual Contributions for: Firehouse & vehicle maint, public contact, training, correspondence, ambulance readiness, certification maint & other
FEAT Hours	8	
<b>Total Volunteer Hrs</b>	<b>381</b>	