

TRINITY CENTER COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS MEETING

Regular Meeting

Nov. 1, 2016

The meeting was called to order by Mike McHugh at 6:31 p.m. Other members present were Glen Ahmann, Drew Rusnak and Pat Frost. Virginia Allin was absent. 4 members of the public were also present including the General Manager.

Announcements

None

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. The balance after the bills are paid tonight will be \$156,262.41. Jan Bellinger reported that this balance includes a deposit for \$2902.13 from the State for the VFA grant.

TCVFD Financial report was made available. The balance is \$72,700.90.

TCVFD Auxiliary Financial report was made available. The balance is \$31,486.01.

Unfinished Business

None

Communications & Director Reports

Jan Bellinger reported that she received a letter from Golden State Risk Management requesting nominations for members to join their Board. The deadline for nominations is Dec. 20, 2016. If anyone is interested they can contact Jan for the information.

Jan also received a notice from the State for Request for Comment on the Implementation of SB1029. Mike McHugh explained that this bill is for the Senate Bill requiring reporting on issuance of debt instruments by government entities. Since the CSD does not have any issuance of debt this item does not pertain and does not need action by the Board.

Jan received a notice from the State Controller regarding the Financial Transaction Report. It used to be due in Sept. and has been changed to January. Jan will start working on the report.

Glen Ahmann reported that several Directors are on the list for the CSDA newsletters. One of the items was a CSDA document for defining CSD regulations. If anyone does not receive the newsletters and is interested they can contact Glen for a copy of the regulations.

Public Comment

None

New Business

Discuss/Approve Payment in Advance for EMT Training Expenses – Glen Ahmann reported that there are three new potential new members of the fire dept. Two of them have expressed interest in attending the EMT training that TCLS will be hosting in January. The training is now a \$600.00 course. There is a concern that it may not be reasonable to ask them to pay \$600.00 in advance for the course when they are giving their time for the course and will be volunteering for a job with no pay at the end of the course. Given the need for more EMT's in the dept. it may be appropriate for the dept. to advance the fee of the course if a candidate requests it. Glen had a draft agreement available at the meeting. Glen reviewed the agreement. The agreement would be put in place to come to the Board for pre-approval of the \$600.00 expense for the EMT training. Each applicant will come to the Board for the pre-approval. In addition to approving the advance payment the agreement defines what is expected of the applicant and that should the applicant not meet those expectation, he or she will reimburse the TCCSD. Pat Frost suggested the Fire Chief's signature be added to the agreement. Pat suggested the TCSO be spelled out, Trinity County Sheriff Office. Pat also suggested "approved 11/1/16" and maybe a version number be added to the form at the bottom as a footer.

There was a motion by Pat Frost to approve the form for Agreement for Advancement of Fees for EMT Certification with the discussed changes. The motion was seconded by Glen Ahmann. The motion passed unanimously.

General Manager Report

Erik Anderson had a written report available at the meeting. Erik reported that there was no hydrant testing last month.

Erik also reported that there was a New Fire House committee meeting on Oct. 3rd to discuss the next steps for the project. On Oct. 17th they had another meeting with the County Building Inspector, Jim Santiago. One of the outcomes of the meeting was that there will need to be energy calculations for the new building. Jim steered them towards someone who can do commercial building calculations. The consulting is \$125.00/hour and a few hours should be sufficient for making key decisions on insulation, heating and lighting.

Erik reported that he had a conversation with Steve Renten regarding the Carville repeater. They feel another 100-watt solar panel should be added. This represents a 42% increase in solar input. The panels range from \$120.00 to \$140.00 not including mounting brackets and frame. Given the weather already this year and the problems from last year he suggests we add a new panel before winter if possible. Everyone agreed that this is a good idea.

Fire Dept. Report

Steve Renten was absent from the meeting. Mike McHugh read the Fire Dept. report (attached). There were copies of the monthly report available at the meeting. Mike also reported that there was some input from the public at a prior meeting regarding the change in dispatch procedure for the helicopters. The Dept. research this with TLS and NorCal EMS and found that there is no change as far as the Fire Dept. and the public are concerned. The only change is an internal procedural change.

Mike reported that last month Jan Bellinger raised the issue of the electric bill for the fire house being much higher than the prior months. Mike checked at the fire house and the water heater breaker was on. He turned it off to see if it makes a difference. Jan had a graph of the last month's usage. Mike checked it against the VFD call outs to see if there was any correlation. There doesn't appear to be. Mike will ask Duke Kneaper to help check the circuits to see where the usage is.

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	\$100.25
Trinity PUD- Street Lights-includes drought relief surcharge	\$159.05
TDS Telecom-Telephone	\$55.88
Jan Bellinger-Salary	\$400.00

Special Expenses

Trinity County DOT-Fuel	\$66.50
AmeriGas-Propane	\$149.26
Trinity County Life Support- BLS CPR Class-McLaughlin	\$25.00
Fred Maddox-Repair coolant hoses-1123	\$415.00
Suzanne Heinig-Fire House Cleaning-Sept/Oct 2106	\$60.00
Jan Bellinger-Stamps	\$47.00
Total - Checks for payment	\$1,477.94
Deposit-VFA Grant 9/8/16	\$2,902.13
Balance as of 10/31/16	\$153,360.28
New Balance	\$156,262.41

Adjournment

Meeting adjourned at 7:08 p.m.

Items for next regular meeting agenda:

Next Regular Meeting: Dec. 6, 2016

Jan Bellinger – Secretary

Trinity Center Volunteer Fire Department Monthly Report October 2016

Incident

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

Type	Vol Hrs	Notes
Incident Responses	25	
Training	15	EMS (4x2), FEAT (7x1)
Work Details	0	
Individual Admin/Mgmt	N/A	Category includes Individual Contributions for: Firehouse & vehicle maint, public contact, training, correspondence, ambulance readiness, certification maint & other
FEAT Hours	0	No Responses
Total Volunteer Hrs	N/A	