

TRINITY CENTER COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS MEETING

Regular Meeting

Dec. 6, 2016

The meeting was called to order by Pat Frost at 6:33 p.m. Other members present were Glen Ahmann and Drew Rusnak. Virginia Allin and Mike McHugh were absent. 7 members of the public were also present including the General Manager and Fire Chief.

Announcements

Pat Frost announced that Mike McHugh and Virginia Allin would not be present at the meeting tonight.

Minutes of the last regular meeting and the special meeting were posted on the web site and were available at the meeting. Glen Ahmann made a motion that the minutes of both meetings be accepted as written. There was a second by Drew Rusnak. The minutes for both meetings were accepted unanimously as written with the exception of Pat Frost abstaining from voting on the Special Meeting Minutes since he was absent from that meeting.

CSD Financial report was made available. The balance after the bills are paid tonight will be \$153,351.29 Jan Bellinger reported that this balance includes a deposit for \$199.89 from Darley for an overpayment.

TCVFD Financial report was made available. The balance is \$72,710.63.

TCVFD Auxiliary Financial report was made available. The balance is \$32,802.67.

Glen Ahmann explained the reason for the Special meeting was because Steve Renten suggested the District resubmit a grant application and the deadline is before the next regular CSD meeting. Glen reported that the Board approved the application for the grant which if awarded will give the opportunity to spend about \$60,000.00. Glen also pointed out that the new firehouse project is proceeding as a high priority. The high balances of the CSD and VFD accounts will be needed for these projects.

Unfinished Business

None

Communications & Director Reports

Jan Bellinger reported that the Annual State Controller Financial Transaction Report has been submitted. She thanked Glen Ahmann for his help with the report.

Jan also reported that she received an e-mail from GSRMA regarding the Loss Prevention Program, however the District does not participate in this program at this time.

Glen Ahmann reported that Steve Renten received an unsolicited e-mail from an insurance company. The Board received a comparison quote from SDRMA recently and found our current company, GSRMA, to be very

competitive and everyone was in agreement that we are happy with the service from them at this time.

Glen Ahmann reported that they have started burning from the North Lake Fuels Reduction project.

Pat Frost reported that the RCD got preliminary word that the grant they had applied for was going to be awarded. This grant is for fuels reduction work in Covington Mill, Long Canyon, Lake Forest areas, Coffee Creek and Trinity Center as well as chipping projects on private property in the Coffee Creek and Trinity Center areas. The grant will probably come through next spring or summer.

Public Comment

Linda Magni asked if the Hospital Tax bills had been received. Pat Frost reported they have not gone out yet. They were waiting to see if Measure G was going to pass to know how much to bill. They will be going out soon.

Wyatt Ribarich thanked the Board and VFD volunteers for their service.

New Business

Update on Annual Outside Audit – Glen Ahmann reported that he and Jan Bellinger met with the outside auditor. Glen noted that Jan, with help from Linda Magni and Steve Renten, had put together a substantial package of financial records that was provided to the auditor to complete the annual audit. Glen also reported that the County books have not closed yet. The audit can't be finalized until the yearend report is received from the County. Glen asked the auditor about the new legislation regarding small Special Districts and the annual audit process and next year we may be able to do a modified financial review instead of a full audit. Glen will have to provide the MD&A after the County books have closed. He will try to have a draft for the next meeting.

Discuss/Approve Renewal of CSDA Membership – Pat Frost reported that an invoice from CSDA for our annual dues of \$240.00 was received. Everyone agreed the information provided in their newsletters is very useful. After some discussion, Glen Ahmann made a motion to maintain our membership in the CSDA. Drew Rusnak seconded the motion. 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 last month he has been working on adding another solar panel to the Carville repeater. He has the bracing and framework but will need a break in the weather to be able to finish the installation. The cost comes to \$409.57. He will submit the receipts for reimbursement next month.

Fire Dept. Report

Steve Renten read the Fire Dept. report (attached). There were copies of the monthly report available at the meeting. Steve reported that the County Fire Chiefs Association has a continuing focus on the helicopter dispatch situation. There may be some changes made in who will be doing the dispatching for our area.

Steve also reported that the VFA grant approval come back. Steve purchased 5 new pagers.

Steve explained that the special meeting in November was for another VFA grant. The grant writers feel we have as good of a chance as anyone for the grant. We probably won't hear anything until spring.

Steve reported that OSHA and ISO have been visiting VFDs around the County. Steve reported that the dept. will be getting winter training from CalFire.

Steve announced that the dept. has some new training materials. The Lion's club donated money for a new PC laptop that can be used for projecting and developing training packages. He also purchased Fire Studio, an

animation package, and another package, Situational Awareness and Situational Analysis to be used for training.

The TCLS EMT class will be held January 6, 2017 – April. You do not have to be in the fire dept. to attend the class. The class cost is \$600.00.

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. There was a second 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	\$107.14
Trinity PUD- Street Lights-includes drought relief surcharge	\$159.05
TDS Telecom-Telephone	\$55.17
Jan Bellinger-Salary	\$400.00

Special Expenses

LN Curtis-Hydraulic Fluid	\$216.32
Trinity County Life Support-Medical Supplies to restock 306/Kits	\$783.30
CSDA Annual Membership Dues	\$240.00
Steve Renten-Fire House Expo Registration/Training Materials	\$699.00
Trinity Hospital-Medical Supplies to restock outdated meds for 306	\$451.13
Total - Checks for payment	\$3,111.11
Balance as of 11/30/16	\$156,262.41
Deposit from Darley for over payment	\$199.89
New Balance	\$153,351.19

Adjournment

Meeting adjourned at 7:07 p.m.

Items for next regular meeting agenda:

Elect new Chair and Vice Chair
Review draft MD&A
Mid-Year Financial Review

Next Regular Meeting: Jan. 3, 2017

Jan Bellinger – Secretary

Trinity Center Volunteer Fire Department Monthly Report November 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	6	
<i>Coffee Creek</i>	1	Automatic Aid.
<i>Trinity Center</i>	5	
<i>Annex</i>	0	
<i>Other</i>	0	
MVA	0	
<i>Coffee Creek</i>	0	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	3	Fire & EMS
Work Parties	0	
Total Convocations	10	

Type	Vol Hrs	Notes
Incident Responses	45	
Training	0	UNKN
Work Details	0	
Individual Admin/Mgmt	0	Category includes Individual Contributions for: Firehouse & vehicle maint, public contact, training, correspondence, ambulance readiness, certification maint & other
FEAT Hours	0	
Total Volunteer Hrs	45	