

TRINITY CENTER COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS MEETING

Regular Meeting

May 2, 2017

The meeting was called to order by Pat Frost at 6:30 p.m. Other members present were Glen Ahmann, Mike McHugh, and Virginia Allin. 9 members of the public were also present including the General Manager. Drew Rusnak and Fire Chief Steve Renten were absent.

Announcements

Glen Ahmann announced that burning has started in the North Lake for the fuel reduction project.

Pat Frost announced that Drew Rusnak would not be at the meetings for an indefinite time due to personal circumstances.

Pat also announced that the TCVFD Auxiliary will hold a pancake breakfast on Saturday, May 27th, 2017 followed by a Fire Rummage Sale across the street at Lucky's shop. The sale will continue Sunday, May 28th, 2017 as well. Donations are being accepted by Linda Magni on Monday, Wednesday and Fridays from 10am – 2pm at Lucky's.

Pat Frost continued with the announcement that the ranger for National Recreation Area is currently in Lake Tahoe for four months and the ranger in Weaverville retired as of April 28th, 2017 which leaves our area without rangers until temporary rangers can be appointed.

In addition, Pat mentioned the Wine Fest on July 15th which is a fundraiser for the new Fire Hall.

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. There was a second by Mike McHugh. The minutes of the meeting were accepted unanimously as written.

CSD Financial report was made available. The balance after the bills are paid tonight will be \$180,016.67. Includes an interest deposit received by the county of \$201.58.

TCVFD Financial report was made available. The balance as of April 30th, 2017 is \$71,487.99.

TCVFD Auxiliary Financial report was made available. The balance as of April 30th, 2017 is \$27,961.08.

Unfinished Business

None.

Communications & Director Reports

Steffanie Desrosiers reported that she received the projected invoice amount from Golden State Risk Management Authority for general liability insurance, including worker's compensation coverage, in the

amount of \$8,092, which is about \$340 lower than last year. This amount will be due in June but a portion of this amount (approximately \$1,600) will be reimbursed by the county.

Jan Bellinger reported that we received a notice requiring Blanket Encroachment Permits for the county. These are needed for the Fire Hall as well as for any hydrant work. One was for emergency work and the other was a regular Encroachment Permit. We have already asked GSRMA for the certificate of insurance that is needed to complete the permit but have not yet received it. There is no cost for the permit.

Public Comment

None.

New Business

Present 2017/2018 Draft Budget: The draft budget for 2017-2018 was presented. The budget committee met last month and consisted of Glen Ahmann, Pat Frost, Erik Anderson, Steve Renten, Jan Bellinger and Steffanie Desrosiers. They considered the last five years of expenses and income and the projected income and expenses for the remainder of the current fiscal year. Potential special expenses are also taken into account. The draft budget for 2017-2018 includes projected expenses of \$73,440 and projected income of \$67,800, leaving a deficit of (\$5,640). Glen explained the deficit was largely due to including the cost of engineering for the fire hall improvement project and that historically TC CSD under expenses and typically comes in close to a balanced budget. The proposed budget will be posted online and will be voted on at the June 6th meeting.

Discuss/Approve Posting for Director Vacancy: The Notice of Board Vacancy draft was presented. The notice describes the vacancy of a director position for the remainder of a two-year term (through December 2017). Mike McHugh motioned to approve the notice and proceed with the process of appointing a board member for the remainder of the term. Glen seconded. The motion was approved unanimously. Notice will be posted physically as well as online.

General Manager Report

Erik Anderson had a written report available at the meeting. The report included a 3D model of the existing fire hall and the proposed model. This will be helpful to show the public for fundraising purposes. He will be meeting with the engineer to proceed with the plans.

Fire Dept. Report

Pat Frost read the Fire Dept. Report in lieu of Steve Renten's absence (attached). There were copies of the monthly report available at the meeting. The North Lake fuel reduction burns have been hampered by wind. Mule Creek and Coffee Creek stations are now staffed five days a week by the forest service. Also, Cal Fire now requires an LE5 permit for all large burn piles.

Bills for Payment

The list of bills to be paid was made available. After some discussion, a motion was made by Virginia Allin that the list of bills be paid as stated. There was a second by Mike McHugh. The motion passed unanimously that the following bills be paid:

Regular Expenses

| | |
|---|-----------|
| Trinity PUD- Electric-Fire Hall-includes drought relief surcharge/System Access | \$ 228.00 |
| Trinity PUD- Street Lights-includes drought relief surcharge | \$ 159.05 |
| TDS Telecom-Telephone | \$ 55.70 |
| Jan Bellinger-Salary | \$ 400.00 |
| Steffanie Desrosiers-Salary | \$ 100.00 |

Special Expenses

| | |
|---|-----------|
| AmeriGas-Propane | \$ 80.27 |
| Six Rivers Communications-radio batteries | \$ 189.84 |

Total - Checks for payment **\$ 1,212.86**

Balance as of 4/30/17 \$181,027.95

Interest deposit rec'd from county 12/31/16 \$ 201.58

New Balance **\$180,016.67**

Resolution 2017-01

Discuss/Approve Resolution 2017-01: Pat Frost read a resolution honoring Secretary/Treasurer Jan Bellinger for her 9 ½ years of outstanding service. Glen Ahmann motioned to approve the resolution. Virginia Allin seconded. Motion was passed unanimously.

Adjournment

Meeting adjourned at 7:15 p.m.

Items for next regular meeting agenda:

Approve Draft Budget
Board Vacancy Status

Next Regular Meeting: June 6, 2017

Steffanie Desrosiers – Secretary

Trinity Center Volunteer Fire Department Monthly Report For April 2017 Events

Incident

| Type | Count | Notes |
|-------------------------------|--------------|---------------|
| Fire | 1 | |
| <i>Coffee Creek</i> | 0 | Automatic Aid |
| <i>Trinity Center</i> | 1 | |
| <i>Annex</i> | 0 | |
| <i>Other</i> | 0 | |
| Medical | 3 | |
| <i>Coffee Creek</i> | 0 | Automatic Aid |
| <i>Trinity Center</i> | 1 | |
| <i>Annex</i> | 2 | |
| <i>Other</i> | 0 | |
| MVA | 1 | |
| <i>Coffee Creek</i> | 1 | 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 | 8 | |

| Type | Vol Hrs | Notes |
|--------------------------------|--------------------|---|
| Incident Responses | 27.5 | |
| Training | 28 | Est |
| Work Details | 0 | |
| Individual Admin/Mgmt | 69 | Category includes Individual Contributions for: Firehouse & vehicle maint, public contact, training, correspondence, ambulance readiness, certification maint & other |
| FEAT Hours | 8 | |
| Total Volunteer Hrs | 132.5 | |