

# TRINITY CENTER COMMUNITY SERVICES DISTRICT

## BOARD OF DIRECTORS MEETING

Regular Meeting

June 6, 2017

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

### **Announcements**

Pat noted that two board members were absent and according to Robert's Rules of Order a five-person board must have three unanimous votes to approve anything.

**Minutes** of the last meeting were posted on the web site and were available at the meeting. Virginia Allin made a motion that the minutes be accepted as written. There was a second by Drew Rusnak. The minutes of the meeting were accepted unanimously as written.

**CSD Financial** report was not available, however the balance was read from the CSD Accounts Payable sheet which was available. The balance after the bills are paid tonight will be \$170,424.78.

Included was an annual expense for worker's compensation/general liability/auto insurance of \$8,259.00.

**TCVFD Auxiliary Financial** report was not available, however a rough balance was received from Linda Magni and read by Pam Anderson. The tentative income as of May 31<sup>st</sup>, 2017 was over \$20,000. This included over \$12,000 from the Memorial Day Weekend Breakfast and Fire Sale and another \$8,580 from an appeals letter.

### **Unfinished Business**

**Approve 2017/2018 Budget** - Copies were available at the meeting. Pat reviewed the budget that Glen Ahmann had presented at the May 2017 meeting. He noted that expenses for the design of the new apparatus building will occur in the new fiscal year. Also, funds were allocated for fire hydrant work as the water company continues to replace water lines. Virginia Allin motioned to approve the budget. Drew Rusnak seconded. The motion passed unanimously.

**Board Vacancy Status Update** – There have been no inquiries on the vacancy. The dates on the letter will be updated and reposted to coincide with the next board meeting.

### **Communications & Director Reports**

Steffanie Desrosiers read a thank you letter that was received from former secretary/treasurer Jan Bellinger. She also reported that we received the certificate of liability from Golden State Risk Management. This was submitted to the county which issued us a required Blanket Encroachment Permit. Also received was the signed copy of the engineering contract from Trinity Valley Consulting Engineers.

Pat Frost mentioned that all tours and inside work on the Bowerman Barn has been suspended until fall due to

the occupation of a maternity colony of Townsend's Long Eared Bats.

### **Public Comment**

A suggestion was made to submit an article to the local paper explaining what the Trinity Center Community District Service does and use this to recruit for the board vacancy.

Pam Anderson mentioned that sales of reflective house number signs are being actively promoted.

### **New Business**

Discussion/Take Action on Letter Opposing SB448 – A letter was drafted by Mike McHugh opposing Senate Bill 448 and copies were available at the meeting. Pat explained that the proposed bill would create a lot of additional reporting requirements to the state for every local agency, including special districts. Many special districts who don't report are dormant and the proposed bill seeks to address this issue. However, as Pat mentioned, there is already in place a local area formation commission to oversee special districts and the proposed additional reporting requirements would become duplicative and burdensome. SB448 is also opposed by the California Special Districts Association. Pat encouraged the board to take a position now. Virginia Allin motioned to approve and send the letter. Drew Rusnak seconded. The motion passed unanimously.

Resolution 2017-02 Ordering Board of Directors Election; Consolidation of Elections; and Specifications of Election Order – Four of the five board member terms expire at the end of the year which means that an election will be necessary. The resolution authorizes the CSD's election to occur as part of the county's election on November 7, 2017 and mitigates CSD's cost of the election to the county. Drew Rusnak motioned to approve resolution 2017-02. Virginia Allin seconded. Motion passed unanimously.

Resolution 2017-03 Honoring Virginia Allin's Service to the CSD – Pat Frost read the motion which thanked Ms. Allin for her service. Due to the absence of two board members, Drew Rusnak motioned to postpone the approval of Resolution 2017-03 until the July 5<sup>th</sup> meeting. Virginia Allin seconded. Motion was passed unanimously.

Reschedule Date of July CSD Meeting – July's meeting was rescheduled to July 5<sup>th</sup>, contingent upon availability of the IOOF Hall. Drew motioned to reschedule the next CSD meeting until July 5<sup>th</sup> at 6:30pm. Virginia Allin seconded. Motion was passed unanimously.

### **General Manager Report**

Erik Anderson had a written report available at the meeting. During May, no hydrant testing was done. New renderings of the Fire Station project were displayed at the pancake breakfast and generated community interest. The Carrville repeater site was inspected to determine the best way to attach solar panels.

### **Fire Dept. Report**

Bob Bryant gave the Fire Dept. Report in lieu of Steve Renten's absence (attached). There were copies of the monthly report available at the meeting. Bob also reported that the ambulance has a transmission leak and needs immediate repair which will incur a significant expense. While the ambulance is being repaired Coffee Creek will respond with their ambulance. He added that in most cases the responding ambulance will not be an ALS ambulance. Patients requiring ALS care will have a longer wait for the ALS ambulance from Weaverville.

## **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 Drew Rusnak. The motion passed unanimously that the following bills be paid:

| <b>Regular Expenses</b>   | <b>Amount</b>           |
|---|-------------------------|
| TDS Telecom-Telephone   | \$54.90                 |
| Trinity PUD- Electric-Fire Hall-includes drought relief surcharge/System Access | \$131.92                |
| Trinity PUD- Street Lights-includes drought relief surcharge                    | \$159.05                |
| Jan Bellinger-Salary, May   | \$400.00                |
| Steffanie Desrosiers-Salary, May  | \$400.00                |
| <hr/>   |                         |
| <b>Special Expenses</b>   |                         |
| Frontier Communications - out of area exchange listing                          | \$4.97                  |
| GSRMA - worker's comp, G/L, property, auto                                      | \$8,259.00              |
| Terminix - Fire Hall annual pest control  | \$291.00                |
| Trinity Co. DOT fuel  | \$37.53                 |
| Steffanie Desrosiers - file storage boxes                                       | \$16.88                 |
| <hr/>   |                         |
| <b>Total Expenses</b>   | <b>\$9,755.25</b>       |
| <br><b>Balance as of 5/31/17</b>  | <br><b>\$180,180.03</b> |
| <br><b>Less June expenses</b>   | <br><b>\$(9,755.25)</b> |
| <hr/>   |                         |
| <b>Current Balance</b>  | <b>\$170,424.78</b>     |

# Trinity Center Volunteer Fire Department Monthly Report For May 2017 Events

## Incident

| Type                      | Count     | Notes         |
|---------------------------|-----------|---------------|
| <b>Fire</b>               | <b>2</b>  |               |
| <i>Coffee Creek</i>       | 0         | Automatic Aid |
| <i>Trinity Center</i>     | 1         |               |
| <i>Annex</i>              | 1         |               |
| <i>Other</i>              | 0         |               |
| <b>Medical</b>            | <b>8</b>  |               |
| <i>Coffee Creek</i>       | 4         | Automatic Aid |
| <i>Trinity Center</i>     | 0         |               |
| <i>Annex</i>              | 4         |               |
| <i>Other</i>              | 0         |               |
| <b>MVA</b>                | <b>1</b>  |               |
| <i>Coffee Creek</i>       | 0         | Automatic Aid |
| <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>  | Fire & EMS    |
| <b>Work Parties</b>       | <b>0</b>  |               |
| <b>Total Convocations</b> | <b>14</b> |               |

| Type                       | Vol Hrs    | Notes   |
|----------------------------|------------|---|
| Incident Responses         | 60         |   |
| Training                   | 26         |   |
| Work Details               | 0          |   |
| Individual Admin/Mgmt      | 91         | Category includes Individual Contributions for: Firehouse & vehicle maint, public contact, training, correspondence, ambulance readiness, certification maint & other |
| FEAT Hours                 | 10         |   |
| <b>Total Volunteer Hrs</b> | <b>187</b> |   |

## **Adjournment**

Meeting adjourned at 7:15 p.m.

## **Items for next regular meeting agenda:**

Approve Resolution 2017-03  
Board Vacancy Status

Next Regular Meeting: July 5, 2017 @ 2:00 p.m.

Steffanie Desrosiers – Secretary