

# TRINITY CENTER COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS MEETING

Regular Meeting  
March 6, 2018

The meeting was called to order by Chairman Pat Frost at 6:32 pm. Other members present were Mike McHugh and Trish Wardrip. Fire Chief Steve Renten and General Manager Erik Anderson were also present. Directors Glen Ahmann and Drew Rusnak were not present. Three members of the public were present.

**Announcements** – None.

**Minutes** of the February 6, 2018 meeting were posted on the website and were available at the meeting. Trish Wardrip motioned to accept the minutes as presented. Mike McHugh seconded. The motion passed unanimously.

**CSD Financial** report was made available. The balance after today's bills are paid will be \$212,781.81.

**TCVFD Financial** report was made available. The balance as of February 28, 2018 was \$118,868.89. Mike McHugh requested a VFD and Auxiliary report that would compare month to month expenses. Trish Wardrip will work with Linda Magni to update the reports.

**TCVFD Auxiliary Financial** report was made available. The balance as of February 28, 2018 showed a balance of \$21,707.48.

## **Unfinished Business**

**Fire Hall Funding Subcommittee Update** – Pat Frost reported that the subcommittee has not met since the last meeting but has continued to research funding and ballot measures. Two documents were given to the subcommittee: "CA Local Agency Taxes Summary" and "Proposition 218 Guide for Special Districts". Copies of both documents were available at the meeting and have been posted on the North Trinity Lake website. Pat also related that according to the county elections office the cost to participate in a general election would be \$2,000. The cost to hold a special election is currently unknown. In addition, Pat inquired about a timeline to participate in the November 2018 election and discovered that everything would have to be ready for the ballot by July 1<sup>st</sup>. Pat had additional questions regarding the administration of a special tax and will continue to pursue information. The subcommittee is scheduled to meet March 7 to discuss the remodel of the existing building in order to incorporate those costs into the plan.

**Communications & Director Reports** – Pat Frost reported that the Resource Conservation District (RCD) has received a grant to complete fuel reduction/defensible space in the Trinity Knolls subdivision. The RCD would like to do a neighborhood walk-around to get input from the community and eighteen homeowners have already shown interest. Pat, Steve Renten and Linda Magni will work to increase public awareness of this event, which will occur in late April or early May.

**Public Comment** – Linda Magni expressed a desire to replace a stolen reflective address sign but

didn't know the theft victim's identity. Pat Frost suggested that Linda have the information included in the North 40 weekly column, asking the person to contact her for a free replacement of the stolen sign.

Wyatt Ribarich thanked the board for remaining healthy during a bad flu season and for their community support.

### **New Business**

#### **Discuss/take action Trinity Gold Diggers Lions Club request**

After discussion, Mike McHugh motioned to allow the Trinity Gold Diggers Lions Club to use the gravel lot adjacent to the Fire Hall to hold a rummage sale May 4 – 6, 2018 with the following stipulations:

- The Lions must list the TCCSD as additional insured on their liability insurance and provide the TCCSD with a copy before May 4
- Set up can begin on May 4 and on May 6 all items must be removed
- The paved portion in front of the Fire Hall must be clear at all times to allow volunteers access to emergency vehicles
- TCCSD will mark off an area for volunteer firefighters to park and that area must be made available to them
- There will be no access to the Fire Hall for restroom or other use

Trish Wardrip seconded. The motion passed unanimously.

#### **Discuss/take action compressed air foam system repairs to Vehicle #1134**

Steve Renten related the necessity of repairing the poorly-functioning compressed foam system in Vehicle #1134. Mike McHugh motioned to approve up to \$1,200 for the repairs. Trish Wardrip seconded. The motion passed unanimously.

#### **Discuss/take action ambulance automated steps addition**

The high clearance of the ambulance makes it difficult to enter and exit the ambulance safely. Steve Renten recommends having retractable steps installed at the side door. Trish Wardrip motioned to approve \$2,100 for the addition of the steps. Mike McHugh seconded. The motion passed unanimously.

#### **Discuss/take action three (3) nozzles purchase**

Steve Renten recommends putting three 100 ft. sections of firefighting hose into use. This would add 200 ft. of carried hose to Vehicle #111 and 100 ft. to Vehicle #1134. Existing nozzles make controlling the hose difficult and unsafe, and newer nozzles would provide more control. Trish Wardrip motioned to approve up to \$2,000 for the purchase of three hose nozzles. Mike McHugh seconded. The motion passed unanimously.

**General Manager Report** – Erik Anderson presented the General Manager's report for February 2018 and copies were available at the meeting. Erik, Steve Renten and Trish Wardrip met to discuss and prepare for the upcoming ISO inspection. More hydrant testing will occur as weather permits. Mike McHugh asked about the status of finding a person who can perform hydrant repairs, no progress has been made in locating someone.

**Fire Dept. Report** – was read by Fire Chief Steve Renten and was available (attached). Steve also related that he will report burn day and burn permit violations to Cal Fire for citation. He congratulated EMT-in-training Tiffani McLaughlin for the many hours she is working to meet her EMT certification. The ISO inspectors will be in Trinity Center on April 30. To prepare for the inspection, he has contacted Coffee Creek VFD as well as an ISO inspection consulting company which has provided much information and guidance at no cost. There is a TCVFD Open House tentatively scheduled for August 4<sup>th</sup>, 2018.

**Bills for Payment** – The list of bills to be paid was made available (attached). A motion was made by Mike McHugh that the list of bills be paid. Trish Wardrip seconded. The motion passed unanimously that the following bills be paid:

**Trinity Center CSD  
Accounts Payable  
March 6, 2018**

<b>Regular Expenses</b>	<b>Amount</b>
Amerigas – Fire Hall propane February	\$223.18
Frontier Communications – out of area exchange listing	\$4.98
Steffanie Desrosiers -Salary, February 2018	\$400.00
TDS Telecom - Telephone	\$56.31
Trinity County Solid Waste	\$8.55
Trinity PUD - Electric-Fire Hall	\$100.79
Trinity PUD - Street Lights	\$141.00
<b>Special Expenses</b>	
Erik Anderson – reimburse for Fire Hall roof repair supplies	\$137.22
Darley – gear for S. Noverr	\$589.89
Steve Renten – reimburse supplies purchase	\$81.32
TC VFD – reimburse pmt to Duke Kneaper for insulation	\$591.09
Trinity Co. DOT – correct underpmt inv# CA17-161	\$0.76
Trinity County Life Support – medical supplies	\$8.20
Trinity Hospital – supply replenish 01/19/18	\$1.08
<b>Total Expenses</b>	<b>\$2,344.37</b>
<b>Balance as of 2/28/18</b>	<b>\$215,126.18</b>

**Less March expenses** \$(2,344.37)

**Current Balance** **\$212,781.81**

**Adjournment**

Meeting was adjourned at 7:58 pm.

**Next Regular Meeting: April 3, 2018 @ 6:30 pm.**

Steffanie Desrosiers – Secretary

**Items for April agenda**

Fire Hall Funding Subcommittee Update

Review/Update Policy 109.208 Meeting Recordings Record Retention

## Trinity Center Volunteer Fire Department Monthly Report For February 2018 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>3</b>	
<i>Coffee Creek</i>	1	Automatic Aid.
<i>Trinity Center</i>	1	
<i>Annex</i>	1	
<i>Other</i>	0	
<b>MVA</b>	<b>0</b>	
<i>Coffee Creek</i>	0	Automatic Aid
<i>Trinity Center</i>	0	
<i>Annex</i>	0	
<i>Other</i>	0	
<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>8</b>	

Type	Vol Hrs	Notes
Incident Responses	41	
Training	30	
Work Details	0	
Individual Admin/Mgmt	287	Category includes Individual Contributions for: Firehouse & vehicle maint, public contact, training, correspondence, ambulance readiness, certification maint & other
FEAT Hours	20	
<b>Total Volunteer Hrs</b>	<b>378</b>	