

**TRINITY CENTER
COMMUNITY SERVICES DISTRICT**

Minutes

January 7, 2020

- 1.0 Call to Order-**The meeting was called to order at 6:00p.m.by Chairman Mike McHugh. Other members present were Drew Rusnak, Martie Mullen and Trish Wardrip. Pat Frost was absent. General Manager Erik Anderson and Fire Chief Bob Bryant were also present.
- 2.0 Announcements or Changes to the Agenda-**Drew Rusnak announced that he will be absent for the March meeting and possibly the February meeting. There were no changes to the agenda.
- 3.0 Public Comments-** Erik Anderson announced the VFD Auxiliary will be hosting a Prime Rib Dinner Fundraiser on February 29th.
- 4.1 Election Chairman and Vice Chairman for 2020-** Martie Mullen nominated Trish Wardrip Chairperson for 2019. Second by Drew Rusnak. Motion carried. 4 Ayes 1 Absent.
Drew Rusnak nominated Pat Frost as Vice Chair. Second by Trish Wardrip. Motion carried. 4 Ayes, 1 Absent.

Director McHugh turned the meeting over to Chairperson Wardrip.
- 4.2 Set date and time of 2020 regular meetings -**Motion by Martie Mullen to keep the meeting date and time for the first Tuesday of each month at 6:00p.m. Second by Drew Rusnak. Motion carried. 4 Ayes, 1 Absent.
- 5.1 Approval of minutes from November 5, 2019-**Motion by Drew to approve minutes as presented. Second by Martie Mullen. Motion carried. 3 Ayes, 1 Abstain, 1 Absent.
- 5.2 Approval of minutes from December 3, 2019-**Motion by Drew Rusnak to approve minutes as presented. Second by Mike McHugh. Motion carried. 3 Ayes, 1 Abstain Absent.
- 6.0 Unfinished Business-**None
- 7.0 New Business-**None
- 8.1 Communications-**Linnea Kneaper presented. The district received a letter from LAFCO offering support with the new website requirements. The State Controllers Report will be done and submitted by the end of January.
- 8.2 Update on new fire hall funding-**The CDBG report was resubmitted. Trish Wardrip will follow up with Suzy Kochums and report back at the February meeting.
- 8.3 Finance Committee Report-**Trish Wardrip reported. We have not heard from the auditor since the final county reports were submitted. Linnea Kneaper will email him and CC Trish on the communication.

- 9.1 General Manager Report/Fire Hall Construction**-Erik Anderson presented the report. The application was turned in to the building department in 2019, which allows the project to comply with 2019 codes and not the 2020 building codes. Erik and the building committee will be meeting with engineer Eric Keyes soon to go over the final building plans. On December 17th, the lightning grounding arresters were installed. The repeater was turned on and everything is operating. The repeater was tested and works well as far North as Eagle Creek. Some areas in the Bowerman area do not work as well, unless using a handheld radio outside of a vehicle. As of today, the FCC license is on Command net. Erik and Carol Fall are working on setting up FEMA grants that are connected to the SAM account.
- 10.1 Fire Department Monthly Report**-Chief Bob Bryant presented the report. The report included the December monthly report and highlighted the donation of a snow blower from Lewiston Elementary School and new member Keith Gagomiros. Ed Burch is taking over small engine maintenance. The board discussed writing a thank you to Mike McMaster and the Lewiston School Board. It will be brought to the next meeting. Chief Bryant presented the VFD end of year report. Accomplishments included adding 2 new members to the department, completed work on the Norwegian Repeater, the fundraising efforts for the new fire hall, hosting the annual County Wide Wildland Preparedness training, and local events including the Easter Egg Hunt, Open House and Halloween activities. Major incidents included: The Billy and Pansy fires and two major motor vehicle accidents. Chief Bryant reported from the monthly chiefs meeting that the Sheriff's Department is hiring, Hayfork Fire is working on a driver's ops. Class and CalFire in Weaverville is fully staffed. Mel Deardorff from Lewiston VFD is organizing SCBA replacements.
- 11.1 CSD Financial Report**-Linnea Kneaper presented the report. Balance as of November 30, 2019 was \$215,920.64. Total bills for December were \$4141.93. total bills for January \$2683.96. Current balance \$208,850.12. There is a slight discrepancy to the balance in QuickBooks due to the voided checks in October. Trish will be assisting Linnea in correcting the error
- 11.2 Bills for Payment**-Linnea Kneaper presented the bills for payment. Motion by Mike McHugh to pay the bills. Second by Drew Rusnak. Motion carried. 4 Ayes, 1 Absent.
- 11.3 VFD Financial Report**-Linnea Kneaper presented the report.
- 12.0 Items for Next Agenda Recap**-Thank you to Velocity and Lewiston School Board. Update on audit.
- 13.0 Adjournment**-6:39p.m.

**Trinity Center Community Services District
General Manager's December 2019 Report**

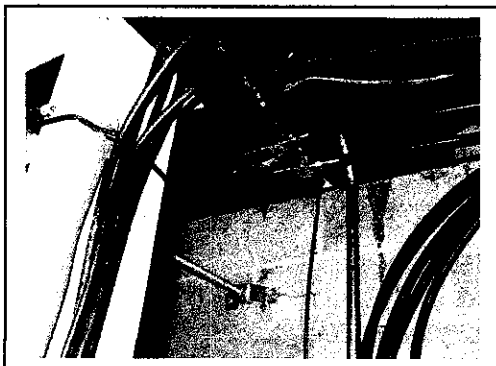
Fire Hydrants

No new testing or painting this time period. Due to winter weather conditions, hydrant testing will be postponed until the spring. I am researching using the new "Hose Monster" to measure flow and dissipate the water into the street.

Fire-station remodel activities On December 17, 2019, the apparatus building permit application to the building department was made. The application number is 2019-00753. One benefit of getting the application started in 2019 is numerous burdensome code changes that go into effect in 2020 do not apply.

Repeater Updates

On December 17, 2019 parts arrived for the final grounding and lightning protection step in the installation of the Norwegian repeater. We also got a copy of the radio building key from Travis at Velocity. On Thursday December 18, 2019 Pam Augspurger and I traveled to the Forest Service gate at the end of Norwegian Meadow Road only to turn around in the morning because of the snow. By the afternoon, the snow conditions changed and we were able to drive part way to the repeater. After arriving at the repeater, we installed the grounding wire and attached it to the ground rod. We then attached the lightning protectors (Polyphasers) to the grounding buss. Finally we attached and secured the coaxial cables.



After attaching and rechecking the connections, we turned on the repeaters and confirmed that they were working. Both repeaters functioned normally.

On December 19, 2019 Bob Bryant, Mike McHugh and I drove around the district checking the function of the repeaters. There was good communication on Eagle Creek loop with a handheld radio. At the IP road turn off, the hand held radio needed an external car antenna to reach the repeater. To the south in Covington Mill, the handheld radio inside the car reached the repeater in most locations, but in some locations the radio needed either an external antenna or to be outside the car. At Strobe Creek and Mule Creek fire station, the transmission/reception depended strongly on the exact location of the radio and the handheld radio with standard antenna didn't reach the repeater. In all locations, a low power radio and external car antenna could reach the repeater. Reception of Command Net has been reported in Weaverville and Fawn Lake. Most testing is done with Command Net instead of Fire Net to minimize the interference with other fire departments.

As of 1/7/2020, the FCC website shows that the command net license modification is active.

TP = Terminated or Termination Pending			
Action Performed	Location	Transmitter Address /Area of Operation	Latitude, Longitude
	<u>1 - E - 1</u>	OREGON MOUNTAIN WEAVERVILLE, CA TRINITY County	40-43-04.5 N, 122-58-54.1 W
	<u>2 - E - 1</u>	HAYFORK BALLY MOUNTAIN 13 KM KLN HAYFORK, CA TRINITY County	40-39-32.5 N, 123-13-07.1 W
	<u>3 - E - 1</u>	PICKETT PEAK RUTH, CA TRINITY County	40-20-43.5 N, 123-21-47.1 W
	<u>4 - E - 1</u>	HORSE MOUNTAIN 4 KM NW SALYER, CA TRINITY County	40-52-28.5 N, 123-43-57.2 W
Mod	<u>5 - E - 1</u>	1.29 Km NW of Trinity Center TRINITY CENTER, CA TRINITY County	41-03-37.6 N, 122-44-14.4 W
Mod	<u>6 - E - 1</u>	40.0 km radius around centerpoint	40-39-59.5 N, 123-00-04.1 W
Add	<u>7 - E - 1</u>	1.9 km SSW of Junction of Airport Rd & SR 3; 1.1 km SW of Trinity Center, CA TRINITY County	40-58-02.9 N, 122-42-33.7 W

The Fire Net application is still working its way through the bureaucracy.

On January 1, 2020 we returned to the repeater and corrected a parameter the Command Net output tone, 114.8 Hz.

Miscellaneous

On January 2, 2020, I worked with Carol Fall to apply for and receive an account for FEMA Grants Outcomes webpage. This process is tied to the SAM account. After opening the account, Carol was added as a team member and should be able to manage the on-line application for FEMA grants.

FEMA

[Home](#)
[Grants](#)
[About](#)

Grant Account

Hello, Erik!

Welcome to FEMA's new grant system!

Grants Outcomes (GO) will support applying for, managing, and closing your FEMA grants. As the system is developed, more features and grant programs will be available, so check back often.

My grants
[View all grants](#)

Trinity Center Volunteer Fire Department
[Manage Organization](#)

2019 CSD Year End Report

Fire	Number	Personnel Hours
Trinity Center	11	70:29
Coffee Creek	7	64:52
Annex	10	35:12
Other	0	0
Total	28	170:33
Medical		
Trinity Center	34	145:09
Coffee Creek	20	91:06
Annex	12	69:12
Other	2	4:45
Total	68	310:12
MVA		
Trinity Center	0	0
Coffee Creek	4	10:34
Annex	4	60:43
Other	0	0
Total	8	71:17
Other	49	303:53
Training	33	332:21
FEAT		
Call Outs	11	105
Training	10	150
Orientation	2	24
Total	23	279
Totals	209	1413

Medical call breakdown

Falls – 10 C/P - 9

CVA – 7 SOB - 3

2019 Accomplishments

Eddie Burch and Keith Gagomiros joined the Department.

Completed work on Norwegian Repeater, functional, more work to be done on radio system.

Obtained donated Snow Blower, practically new, 14 hours, from Lewiston School District and Mike McMaster, President of Board.

Installed Wi-Fi in FD.

On the verge of having funds for new FD building. Anticipate breaking ground in Spring 2020.

Hosted and Attended the County Wide Wildland Preparedness Training in Trinity Center. Lions Club hosted lunch and NTLIA donated IOOF Hall for classroom and lunch

Participated in the TC Easter Egg Hunt

Held a FD Open House

Handed out candy for Halloween

Meet and Greet at three Auxiliary Pancake Breakfasts

Hosted an appreciation lunch for retiring FF/CSD member Glen Ahmann

Many unscheduled workdays, working on radios, vehicles, small engine equipment and facility cleanup.

2019 Major Incidents

Billy Fire

Pansy Fire

Major MVA on Hwy 3, annex area, with three patients flown out. All survived major injuries. 13 ½ hours of TCVFD responder time.

Major MVA/MCI on Hwy 3, annex area, with five patients, two moderate injuries, two major injuries and one deceased. Rescue efforts included 51 responders from TCVFD, CCVFD, WVFD, LVFD, Cal-Fire, USFS, CHP, TCSO, four medical helicopters (including CHP). Due to seriousness of incident, a CISD was held the following week. Over 40 responders' hours for TCVFD responders.

2019 FEAT CALL-OUT STATISTICS

From: Drew Rusnak (drew.rusnak@yahoo.com)

To: drew.rusnak@yahoo.com

Date: Tuesday, January 7, 2020, 09:05 AM PST

DATE	# OF PERSONNEL	HOURS AT LOCATION	TOTAL MAN HOURS
01-21-19	6	1 1/2	9
05-04-19	3	1	3
05-10-19	4	1	4
05-19-19	4	4	16
07-08-19	6	1	6
07-09-19	2	2	4
07-29-19	7	1	7
08-01-19	7	2	14
08-02-19	4	1 1/2	6
09-06-19	5	6	30
10-23-19	4	1 1/2	6
<hr/>			
TOTAL - 11	52	22 1/2	105

2019 FEAT TRAINING STATISTICS - 174 HOURS

From: Drew Rusnak (drew.rusnak@yahoo.com)

To: drew.rusnak@yahoo.com

Date: Tuesday, January 7, 2020, 09:45 AM PST

EACH MEETING AVERAGES 1 1.2 HOURS

DATE	# OF PERSONNEL
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JAN, 23	9
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FEB.	NO MEETING --snow and no power
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MARCH 20	11
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APRIL 24	10
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MAY 22	10
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JUNE 19	12
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JULY 24	9
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AUGUST 28	9
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SEPT. 25	10
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OCT. 23	10
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NOV. 20	10
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DEC.	NO REGULARLY SCHEDULED MEETING
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10 MEETINGS	100 ATTENDEES	TIMES 1 1/2 HOURS = 150 MAN HOURS
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2 ORIENTATIONS (approx. 2 hours each)

01-10-19	6
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09-25-19	6
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TOTAL	12 TIMES 2 HOURS = 24 MAN HOURS
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TOTAL TRAINING HOURS = 174

2019 TOTAL FEAT STATISTICS

From: Drew Rusnak (drew.rusnak@yahoo.com)

To: drew.rusnak@yahoo.com

Date: Tuesday, January 7, 2020, 10:00 AM PST

CALL-OUTS	MAN HOURS
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11	105
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TRAINING	
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10	150
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ORIENTATIONS	
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2	24
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TOTAL HOURS	279
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January 2020 CSD Monthly Report

December 2019 Stats

Fire	Number	Personnel Hours
Trinity Center	0	0
Coffee Creek	0	0
Total	0	0
Medical		
Trinity Center	2	9
Coffee Creek	0	0
Total	2	9
MVA		
Trinity Center	0	0
Coffee Creek	0	0
Total	0	0
Other		
Trinity Center	9	37.25
Coffee Creek	0	
Total	9	37.25
Training	4	39.5
FEAT		
Callouts	0	0
Meetings	0	0
Orientation	0	0
Misc	0	0
Total	0	0
Total Personnel Hours		85.75

Other includes radio work, small engine work, radio inventory and misc. office work.

- Received a donated Snow Blower from Lewiston School Dist, Mike McMaster.
- New Member Keith Gagomiros voted in.
- Ed Burch has taken over small engine maintenance.

**Trinity Center CSD
Accounts Payable
January 7, 2020**

Regular Expenses	Amount
Linnea Kneaper-Services	\$ 450.00
Frontier Communications	\$ 7.23
TDS Telecom - Telephone	\$ 57.12
Trinity PUD - Electric-Fire Hall -December	\$ 155.60
Trinity PUD - Street Lights -December	\$ 141.00
Amerigas-12/19 fill 240.7 gal	\$ 382.20
Suzanne Heinig-Houskeeping December	\$ 80.00
Total Regular Expenses	\$ 1,273.15
Special Expenses	
Trinity Hospital	\$ 133.39
Trinity County Life Support-CPR/Gagominos and Triage kit/megamover	\$ 231.86
Bunce's Boat Maintenance	\$ 310.00
Erik Anderson-reimbursement radio equipment/new repeater equipment	\$ 128.27
Bob Bryant-reimbursement/lumber for bookcase	\$ 16.61
TVCE-new fire hall engineering	\$ 382.12
Carol Fall-reimbursement mirror 1143	\$ 208.56
Total Special Expenses	\$ 1,410.81
Total Expenses	\$ 2,683.96
Balance as of November 30, 2019	\$215,920.64
Less December Expenses	\$ (4,141.93)
Less January Expenses	\$ (2,683.96)
Current Balance	\$208,850.12
Less Allocation for new fire hall	\$ (60,000.00)
Total Spending Balance	\$ 148,850.12

Trinity Center CSD
Building Fund
January 7, 2020

	TCCSD	CCCU ACCT	Total
Building Allocation	\$60,000.00	104,230.11	\$164,230.11
Checking Account		975.00	\$975.00
Savings Account		35,119.05	\$35,119.05
Interest on VFD accounts-November		203.47	\$203.47
Trinity Trust Donation		1,000.00	\$1,000.00
SPI Donation		2,500.00	\$2,500.00
McConnell Foundation			\$100,000.00
D. McDonald donation-12/17/19		\$100.00	\$100.00
VFD Auxillary donation 12/17/19		\$25,000.00	\$25,000.00
Total Allocation	\$ 60,000.00	\$ 169,127.63	\$329,127.63

CDBG Grant (waiting confirmation) **\$208,100.00**

Total Allocation **\$537,227.63**

Auxillary Donations

Appeals letter-\$26,500.00 12/18

Prime Rib Dinner-\$2882.46 2/19

Rummage Sale-\$6173.00 5/19

TLRA 2017 contribution-\$7650.00