

TRINITY CENTER
COMMUNITY SERVICES DISTRICT
Minutes
August 4, 2020

- 1.0 Call to Order-**The meeting was called to order at 6:01p.m. by chairperson Trish Wardrip. Other members in attendance were Pat frost, Martie Mullen, Mike McHugh and Drew Rusnak. General Manager Erik Anderson was present. 5 members of the public were also present.
- 2.0 Announcements or Changes to the Agenda-**None
- 3.0 Public Comments-**Pam Augspurger commented donations from the auxiliary appeals letter are coming in and so far, almost \$19,000 has been received.
- 4.0 Approval of minutes from July 7, 2020-**Motion by Pat Frost to approve the minutes as presented. Second by Drew Rusnak. Motion carried. 4 Ayes, 1 Abstain.
- 5.1 Update on CalCard credit card application process-** Linnea Kneaper presented. Nothing new to report.
- 5.2 Ratify MOU between the Trinity County and TCCSD for CDBG Funding-**Pat Frost presented the MOU. Date on MOU of May 5, 2020 is reflected to the date the application was uploaded to CDBG. Effective date, according to County Counsel, Margaret Long is the date the document was signed. Motion by Martie Mullen to accept the MOU. Second by Drew Rusnak. Motion carried, 5 Ayes.
- 6.1 Discuss and Approve disposal of Storage Container at the fire hall-**Mike McHugh gave the board Information about the container. The Fire Department will get a committee together to remove Items from the container. Sugar Pine storage has agreed to donate the use of a storage unit for 1 1 year to store the contents. The board discussed the value of the container and if it needs to be Added to surplus materials or donated to another agency.
- 6.2 Discuss recruitment process for new TCVFD Fire Chief-**The board discussed the process of replacing the fire chief and the recruitment process. The board will discuss and give further direction at the September meeting.
- 7.1 Communications-**Linnea Kneaper presented. Auditor John Bloomberg will be in Trinity Center on October 18, 2020 to go through the audit field paperwork in preparation for the fiscal 2019-20 Audit.
- 7.2 Update on new fire hall funding-**Pat Frost presented. The McConnell Foundation has extended The grant until September 1, 2021. The final CDBG has been uploaded to the state. The grant Money will be sent to the county and the CSD will get reimbursed as the money is needed for the Project.
- 8.1 Fire Hall Planning and Construction Project-**Erik report on the fire hydrant testing. It has been determined that 6 hydrants have issues. Glen Ahmann from the Knolls Water District commented that one leaking hydrant in the Knolls has been turned off due to the leak and the water usage by KOA and residents. There are currently 2 hydrants in stock. Erik recommends using one of the hydrants to replace #H1004 in the Knolls. The Knolls Water District will provide the labor for the installation. Mike McHugh recommended that Erik have a conversation with Lyn Scott about the TCMWCO schedule to replace the leaking hydrant on Ann Avenue. The encroachment permit will need to list the contractor. It is not part of the bid packet and will be submitted once the contract is awarded.

- 9.1 Fire Department Monthly Report- Mike McHugh commented that it was a busy month and FEAT Responded to one of the calls.
- 10.1 CSD Financial Report-Linnea Kneaper presented the report. The balance as of June 30, 2020 was \$270,116.19. This balance includes \$848.41 for 3rd quarter interest received from the county. Less July and August expenses of \$3619.69. Current balance is \$266,496.50, less the \$60,000 allocation for the new fire hall. Total spending balance \$206,496.50.
- 10.2 VFD Financial Reports-Linnea Kneaper presented the report for the VFD. The report reflects the Fiscal year end for 2019-20. The total balance in the Coast Central Building Fund Account is \$172,023.37. The balance in the Umpqua Bank Checking Account is \$53,211.97. The balance in the Umpqua Account includes deposits received of \$3045.35 and \$1780.12 for the Pansy and Billy Fires from 2019.
- 10.3 Bills for Payment-Linnea Kneaper presented the bills for payment. Total expenses were \$1659.84. Motion by Mike McHugh to pay the bills. Second by Pat Frost. Motion carried, 5 Ayes.
- 11.0 Items for Next Agenda Recap-discuss storage container removal, recruitment of new fire chief. Special Meeting to award construction contract will be on September 8, 2020 at 4pm at the fire Hall.
- 12.0 Adjournment-6:50p.m.

August, 2020 CSD Monthly Report

July, 2020 Stats

Fire	Number	Personnel Hours
Trinity Center	2	3.25
Coffee Creek	0	0
Total	2	3.25
Medical		
Trinity Center	6	19.25
Coffee Creek	3	24.75
Total	9	44
MVA		
Trinity Center	1	10.75
Coffee Creek	0	0
Total	1	10.75
Other		
Trinity Center	15	85
Coffee Creek	0	0
Total	15	85
Training	3	34.5
FEAT		
Callouts	1	10
Meetings	1	7
Orientation	0	0
Misc	0	0
Total	2	17
Total Personnel Hours	32	194.5

Other includes holiday weekend patrols, outdates, vehicle maintenance, small engine (chainsaw) maintenance and paperwork.

**Trinity Center Community Services District
General Manager's July 2020 Report**

Fire Hydrants

Trinity Knolls	H002	Hydrant	Placer (Magni Property)	Kennedy 150 K11-AWWA	1969	Y	Ken R. Erik A, Pam A	5/15/2020 Morning	Barrel dry, small leak unless cranked, OK
Trinity Knolls	H004	Hydrant	North End of N. Lakeview	Kennedy 150-4.5 K11-AWWA	1968	Y	Ken R. Erik A, Pam A	5/15/2020 Morning	Small leak, stiff
KOA Campground	H013	Hydrant	KOA Playground/Pool	Kennedy 150-4.5 K11-AWWA	1967	Y	Ken R. Erik A, Pam A	5/15/2020 Morning	Small leak, stiff
KOA Area	H015	Hydrant	N. Cutoff Rd. at cabins	Kennedy 150-4.5 K11-AWWA	1973	Y	Ken R. Erik A, Pam A	5/15/2020 Morning	Very tight, steamer port won't open (low flow)
Trinity Center	H141	Hydrant	111 Azalea Dr.	Kennedy 150	1963	Y	Erik A. Pam A	5/19/20 2:00 PM	OK (underground leak when open, last year)
Trinity Center	H154	Hydrant	148 Ann Ave.	Kennedy 150	1963	Y	Erik A. Pam A	5/19/20 3:30 PM	Moderate Leak! Barrel very wet completely filled with pressure. Steamer port stuck. Flow OK

There are 57 hydrants in the Trinity Center and Knolls area. One hydrant (H017) is disabled. With help from Ken Reynolds and Pam Augspurger, I inspected the remaining hydrants for operation and leaks. The 6 hydrants listed in the table above have leaks or otherwise need attention.

- H154 in Trinity Center has a moderate leak. The barrel fills with water and water sprays when opening a port. The port can pop off if opened before releasing the water pressure.
- H004 in the Knolls has a small leak. Torque applied with a hydrant wrench is insufficient to stop the leak.

- H002 in the Knolls has a small leak that sometimes can be shut off by applying a strong torque.
- H013 in the KOA area has a small leak and is stiff to open and close. Torque applied with a hydrant wrench is insufficient to stop the leak.
- H015 does not have a leak, but the steamer port can't be opened.
- H141 shuts off normally. However, there is a leak when the hydrant is open. This was discovered in 2018 when making static pressure measurements. All hydrants have a draining mechanism to allow the water to exit the hydrant. However, this should be closed when the hydrant is open.

All of these hydrants date from the 1960s or early 1970s.

I spoke with Duke and the CSD has 2 hydrants leftover from last year. These are 6 inch hydrants.

Fire-station remodel activities

On Saturday July 18, 2020, Pat Frost, Mike McHugh, and I met to discuss the draft bid documents. We had numerous changes. On the following Monday, Pat and I went to Weaverville to meet with Eric Keyes, and Mike attended by phone. Eric updated the document based on our input.

The request for bids was published in the Trinity Journal on July 29 and will run again on August 5.

Notice to Contractors

The Trinity Center Community Services District (TCCSD) will be accepting bids from responsive, responsible, qualified, and licensed Contractors for the construction of the TCCSD Volunteer Fire Department Apparatus Building.

A non-mandatory pre-bid meeting and site visit will be held at the Trinity Center Volunteer Fire Department at 111 Trinity Vista Street, Trinity Center, California on Wednesday, August 19, 2020 at 10:00 am PST.

Bids will be accepted until 1:00 pm PST on Friday, August 28, 2020 at the Trinity Valley Consulting Engineers (TVCE) Office, 2200 Main Street, Weaverville, California. Bids received after this time will NOT be accepted or considered.

Timeframe for completion is one-hundred eighty (180) calendar days. Current California Department of Industrial Relations (<http://www.dir.ca.gov/dirdatabases.html>) and Davis-Bacon Prevailing Wages (www.wdol.gov) will apply. The higher of the two rates will apply.

Bid packets can be viewed at the Humboldt and Shasta Builders' Exchanges. Bidding Contractors will need to pay a one-time, non-reimbursable bidder's fee of \$100.00 to TVCE to secure an official Bidding and Contracting Manual. Please note that responses to pre-bid questions will only be accepted from bidders that have paid the bidder's fee.

For more information contact Erik Anderson (TCCSD) at 510.501.1627 or Eric Keyes (TVCE) at 530.623.4446 .

The next event is a non-mandatory walkthrough at the fire station on August 19, 2020 at 10 am. Bids will be due at 1 pm on Friday August 28, 2020.

Repeater Updates

Radios and Pagers

**Trinity Center CSD
Accounts Payable
August 4, 2020**

Regular Expenses	Amount
Linnea Kneaper-Services July	\$ 450.00
Frontier Communications	\$ 7.16
TDS Telecom - Telephone	\$ 57.88
Trinity PUD - Electric-Fire Hall –June	\$ 75.31
Trinity PUD - Street Lights –June	\$ 159.05
Terminix	\$ 55.00
Suzanne Heinig-Houskeeping July	\$ 80.00
Total Regular Expenses	\$ 884.40
Special Expenses	
Trinity Hospital	\$ 27.21
GSRMA	\$ 9,423.56
TCLS-CPR Carol Fall	\$ 35.00
Trinity Valley Consulting Engineers	\$ 1,445.00
	\$ 33.23
Total Special Expenses	\$ 775.44
Total Expenses	\$ (1,659.84)
Deposits-interest 3rd quarter	\$848.41
Balance as of June 30, 2020	\$270,116.19
Less July Expenses	\$ 1,959.85
Less August Expenses	\$ 1,659.84
Current Balance	\$266,496.50
Less Allocation for new fire hall	\$ (60,000.00)
Total Spending Balance	\$206,496.50

Trinity Center CSD			
Building Fund			
June 30, 2020			
	TCCSD	CCCU ACCT	Total
Building Allocation	\$60,000.00	\$105,575.64	\$165,575.64
Checking Account		\$1,955.95	\$1,955.95
Savings Account		\$64,282.40	\$64,282.40
Interest on VFD accounts-June		\$209.38	\$209.38
McConnell Foundation			\$100,000.00
Total Allocation	\$ 60,000.00	\$ 172,023.37	\$ 332,023.37
CDBG Grant (waiting confirmation)			\$208,100.00
soft total			
			\$540,123.37
Auxiliary Donations 2019-20			
Appeals lestter 2018-\$26,500			
Prime Rib Dinner 2019-\$2882.46			
Rummage sale 2019-6173.00			
Appeals letter 2019-\$25,000			
Other Donations			
SPI 2019-\$2500.00			
Trinity Trust 2019-\$1000.00			
Mohr Family 2020-\$300.00			
D. McDonald 2019-\$200.00			
TLRA 2017 contriution-\$7650.00			
Sing for America Foundation-\$700.00			
Paypay account-\$154.21			