

**TRINITY CENTER
COMMUNITY SERVICES DISTRICT
MINUTES
March 9, 2021**

- 1.0 Call to Order**-The meeting was called to order at 6:00pm by Chairperson Pat Frost. Other members in attendance were Mike McHugh and Martie Mullen. Trish Wardrip and Drew Rusnak were absent. General Manager Erik Anderson and Assistant Fire Chief Carol Frost were present as well as one member of the public.
- 2.0 Announcements or Changes to the Agenda**-Pam Augspurger announced that the auxiliary has transferred \$60,000 to the VFD building fund account.
- 3.0 Public Comments**-None
- 4.1 Approval of minutes from February 9, 2021**-Motion by Martie Mullen to approve the minutes as presented. Second by Mike McHugh. Motion carried-3 Ayes, 2 absent.
- 5.1 Discuss recruitment process for VFD Chief**-Mike McHugh presented. Mike and Assistant Chief Fall met with Lewiston Chief Mel Deardorff to discuss the possibility of sharing a fire chief. The Lewiston VFD is open to the idea, but there is no progress on recruiting anyone locally.
- 6.1 Report on status of Assembly Bill requiring public meetings to be broadcast vis Zoom**-Mike McHugh presented. There was a CSDA legislative committee meeting on Marc 5th. The report has not been published yet. Mike reached out to CSDA and their recommendation is to not move forward with the legislation. More information will be available at a future Meeting.
- 6.2 Accept Resignation of current CSD Secretary and discuss replacement process**-Linnea Kneaper presented her resignation to the board. After discussion, she agreed to delay the resignation until other options could be discussed.
- 6.3 Authorize purchase of work shirts and caps for TCVFD Volunteers**-Assistant Chief Fall presented. The inventory of caps and shirts for volunteers is getting low. Carol would like authorization to purchase 36 shirts and caps from Boundary Waters in Redding. Total will be \$949.02. Motion to approve by Mike McHugh. Second by Martie Mullen. Motion carried-3 Ayes, 2 absent.
- 6.4 Authorize advertisement in Trinity Journal "Living with Wildfire" insert**-Assistant Chief Fall presented. Carol proposed an advertisement in the Trinity Journal similar to what Hayfork VFD runs in the "Living with Wildfire" section. A ½ page advertisement would cost \$198.55 and is due in April. Martie Mullen suggested adding information to let residents know that without a VFD, insurance rates will go up. Motion by Mike McHugh to approve. Second by Martie Mullen. Motion carried-3 Ayes, 2 absent.
- 6.5 Appoint committee for 2021-22 Fiscal Year Budget**-Chairperson Frost appointed Trish Wardrip, Martie Mullen Carol Fall, Erik Anderson and Linnea Kneaper to the budget committee.
- 7.1 Communications**-Linnea Kneaper presented. LAFCO nomination forms were received. TCCSD already as a member sitting as An alternate on the board.
- 7.2 Update on new fire hall funding**-Pat Frost had nothing new to report
- 8.1 Fire Hall Planning and Construction Project**-Erik Anderson presented the report. A meeting was held with Erik Keyes, Jim Santiago and the building permit for the new apparatus building can be issued to 2016 code. Erik is working with Trinity County DOT on the encroachment permit. A meeting was held at the firehall on February 28th with Erik, Pat, Trish and Linnea to discuss The billing for the construction project. Two letters have been received regarding renewing the radio licenses with the FCC. The Renewal can be done directly with FCC during the 3rd quarter. Trinity Heating and Air inspected the heaters in the fire hall and All are in good operating condition.
- 9.1 Fire Department Monthly Report**-Assistant Chief Fall presented the report. Carol gave the call statistics for the month. Drew Rusnak and Eddie Burch met with Wilgus Fire Control for fire extinguisher testing. A second dose Covid vaccine clinic was held In February for volunteers. Carol announced she is now the chairperson for the Fire Safe Council.
- 10.1 CSD Financial Report**-Linnea Kneaper presented. Balance as of January 31, 2021 \$286,707.49, less February bills \$1715.76 and March bills \$4731.00. Current balance \$280,260.73 less the \$60,000 allocation for the new fire hall, total spending balance \$220,260.73. Linnea reminded the board that the second property tax installment will be coming soon, and the county has yet to the books for last fiscal year.
- 10.2 Bills for Payment**-Linnea Kneaper presented the bills for payment. Motion by Martie Mullen to pay the bills. Second by Mike McHugh. Motion carried-3 Ayes, 2 Absent.

- 10.3 **VFD Financial Report**-Linnea Kneaper presented. As of March 1, 2021, the balance in the Coast Central Building Fund account is \$602,100.08. This included interest received the spread sheet for the two vendors for the building project was presented to the Board. It included the first billing from TCVE. Umpqua checking account balance \$59,323.21 as of March 1st with no outstanding checks.
- 11.0 **Comments from the Public on Closed Session Agenda**-None.
- 12.0 **Motion to Accept Closed Session Agenda**-Motion by Martie Mullen to accept closed session agenda. Second by Mike McHugh. Motion carried-3 Ayes, 2 Absent. Enter closed session at 6:46pm
- 13.0 **Closed Session Pursuant to Government Code Section 54956.9 Discuss** advice of legal counsel regarding potential litigation.
- 14.0 **Return to Open Session**-6:52pm
- 15.0 **Report out of Closed Session**-The board discussed personnel matters, no action was taken.
- 16.0 **Items for Next Agenda Recap**-Secretary replacement, Budget 2021-22 fiscal year, setting up financials for construction Project.
- 17.0 **Adjournment**-6:55pm

**Trinity Center CSD
Accounts Payable
March 9, 2021**

Regular Expenses	Amount
Linnea Kneaper-Services February	\$ 450.00
Frontier Communications	\$ 7.27
TDS Telecom - Telephone	\$ 57.36
Trinity PUD - Electric-Fire Hall -February	\$ 238.87
Trinity PUD - Street Lights –February	\$ 159.05
Umpqua Bank-Credit Card-Printer ink/paper	\$ 130.72
Campora-167.1 gal on 1/19 and 192.6 gal on 2/16	\$ 681.98
Suzanne Heinig-Houskeeping February	\$ 80.00
Total Regular Expenses	\$ 1,805.25
Special Expenses	
Trinity Valley Consulting Engineers	\$ 1,740.00
Edward Burch-Reimbursement furnace parts	\$ 26.15
Prentice Long, PC-Legal services	\$ 577.50
Wilgus Fire Control-fire extinguisher service	\$ 207.10
Trintiy Heating and Air-heater inspections	\$ 375.00
Total Special Expenses	\$ 2,925.75
Total Expenses	\$4,731.00
Balance January 31, 2021	\$286,707.49
Less February Expenses	\$ (1,715.76)
Less March Expenses	\$ (4,731.00)
Current Balance	\$280,260.73
Less Allocation for new fire hall	\$ (60,000.00)
Total Spending Balance	\$220,260.73

Trinity Center CSD			
Building Fund			
March 9, 2021			
	TCCSD	CCCU ACCT	Total
Building Allocation	\$60,000.00	\$107,144.78	\$167,144.78
Checking Account		\$61,955.95	\$61,955.95
Savings Account		\$64,712.17	\$64,712.07
Interest on VFD accounts-		\$187.28	\$187.28
McConnell Foundation			\$100,000.00
CDBG Grant	\$208,100.00		\$208,100.00
Total Allocation	\$ 268,100.00	\$ 234,000.18	\$ 602,100.08
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			
In Memory of Steve Noverr-\$325.00			