

TRINITY CENTER
COMMUNITY SERVICES DISTRICT
Regular Meeting November 9, 2021
Minutes

- 1.0 Call to Order**-The meeting was called to order at 6:00pm by chairperson Pat Frost. Other members in attendance were Martie Mullen, Kristin Halliday and Drew Rusnak. General Manager Erik Anderson and Assistant Fire chief Carol Fall were present as well as 2 members of the public and one board member candidate.
- 2.0 Announcements or Changes to the Agenda**-Carol Fall requested adding 2 emergency items. Two grants, one from Humboldt Area Foundation (HAF) for an AED/cardiac monitor and one to apply for Title 3 funds. Motion by Drew Rusnak to accept adding the HAF Grant. Second by Martie Mullen. Motion Carried-4 Ayes. Motion by Drew Rusnak to add authorizing the Assistant Chief to apply for the Title 3 funds grant. Second by Kristin Halliday. Motion carried- 4 Ayes. Items added to new business numbers 4.5, 4.6
- 3.0 Public Comments**-Pam Augspurger from the Auxiliary commented that the appeals letter total is \$38,000. The Auxiliary has given VFD \$40k for the water truck special fund and \$10,000 for general expenses to VFD. Mike McHugh said Auxiliary doing a great job. She also commented that the dinner appreciation dinner was a success.
- 4.0 New Business**
- 4.1 Discuss/possibly appoint new board member**-Letter of interest was received from Steve Finley. Steve introduced himself and his experience with housing authority, and his prior board experience. Motion by Martie Mullen to approved Steve as new member. Second by Kristin Halliday. Motion carried-4 Ayes.
- 4.2 Swear in newly appointed board member**-Linnea Kneaper swore Steve in for term.
- 4.3 Discuss/Approve replacement the rear main seal and transfer case gasket on the Ambulance**-Assistant Chief Carol Fall presented. Victor Bunce looked at the ambulance and determined it was the rear main seal. Quote from the Ford Dealership is \$1920. Ford's suggestion was that the pressure seal on the top was the problem. If that holds true, the repair would be \$2800. Carol Request is to approve NTE \$3000 repair. Motion Martie Mullen. Second by Drew Rusnak. Motion carried-5 Ayes
- 4.4 Discuss/Approve repairs to 1123 and/or adding vehicle to surplus** -Assistant Chief Carol Fall presented. The engine has a large radiator leak. Carol is getting and estimate from Rod's Radiator in Redding. She would like to let the engine sit until the ambulance is repaired and wait to see what other motor pool expenses are. Request is into CAL OES for a new engine. If we get another engine, 1123 could be surplus. Motion by Kristin Halliday to let 1123 sit until expenses are figured out and we can get a new engine. Second by Martie Mullen. Motion Carried-5 Ayes.
- 4.5 Approval of HAF Grant for AED/Cardiac Monitor** -Assistant Chief Carol Fall presented. We were notified in October that the FEMA grant was not approved. The backup plan is to purchase AED to replace cardiac monitor. Kristin Halliday moved to accept grant. Second by Drew Rusnak. Motion carried-5 Ayes
- 4.6 Title 3 secure rural schools grant**- Assistant Chief Carol Fall presented. The draft application goes to Trinity County. It would be used for Community chipping day, Assistant Chief Fall permission to apply for the grant. Second by Kristin Halliday. Motion carried-5 Ayes.

5.0 Approval of Minutes

- 5.1 Approval of minutes from October 12, 2021-**Motion by Martie Mullen to approve with the addition of the date in the header. Second by Drew Rusnak. Motion carried- 5Ayes

6.0 Unfinished Business

- 6.1 Discuss board policy/procedures for permanent record storage-**Pat had nothing to report. Bringing back to December meeting.
- 6.2 Discuss district ordinance for property owner cleanup-**Pat Frost reported. Pat had a meeting with Keith Groves and Richard Kuhns to discuss the ordinance. At the Nov 16th BOS meeting Richard will present in his report to enforce the vegetation ordinance. Trinity Center will be the pilot area for the program. The ordinance says it is community driven by complaints and any fees will be attached to the property owners next year's property tax bills.

7.0 Communications, Directors & Ad Hoc Committee Reports

- 7.1 Communications-**Linnea Kneaper presented. Linnea will be out of town next week and Kristin Halliday has volunteered to take the warrants and mail the bills. Linnea has a meeting with CSDA on November 30th.

8.0 General Manager Report

- 8.1 Fire Hall Planning and Construction Project-**General Manager Erik Anderson presented. Mercer Fraser (MF) Foreman told Eric they will be having a county inspection on next Monday. The plan is Wednesday-Friday next week, to pour the cement for the foundation. NTLIA will allow gravel and sand storage across the street near the tennis courts. We have put in a request to have MF pour the slab for generator. Building is scheduled for delivery the week of the 21st. 12 new pagers ordered as part of 50% CalFire grant. The SAM account has been updated with new bank information.

9.0 Fire Department Reports

- 9.1 Fire Department Monthly Report-**Assistant Chief Carol Fall reported. Carol presented the Stats for October, and it was a quiet month with 5 calls. 2 smoke checks, 2 medicals, 1 MVA. 4 trainings. She reported the radiator leak in 1123 and oxygen leak in the ceiling of ambulance. Paul is working on the ambulance. Victor Bunce has started annual vehicle maintenance inspections and repairs. The VFD helped at the Harvest Fest at Trinity Center School gave away prizes. The fire station was staffed for Halloween candy give away. Trinity County Fire Safe Council has received a grant from California Fire Safe Council to revive the big red truck program.

10.0 Financial Report and Bill Payment

- 10.1 CSD Financial Report-**Linnea Kneaper presented the report. The balance as of October 31, 2021 was \$276,311.99. this includes \$927.36 for 1st and 2nd quarter interest for 2020-21 fiscal year. October expenses were \$2318.51. Current balance \$274,920.84 less the \$60,000 allocation for the new fire hall. Total spending balance \$214,920.84. First property tax revenue should be received in December.
- 10.2 Bills For Payment-**Linnea Kneaper presented the bills for payment. The TPUD bill has started to increase due to the use of the heaters. Motion by Martie Mullen to pay the bills. Second by Steve Finley. Motion carried- 5 Ayes
- 10.3 VFD Financial Report-**Linnea Kneaper presented. The Umpqua account has been closed and the funds transferred to Coast Central. The balance of the special fund for the water truck is currently \$41,000. Balance in the VFD checking is \$74,460.27. A transfer of \$3250 needs to be made to the special fund from the Checking. 2 persons

are required for the transfer. Kristin will meet Linnea at CCCU to do the transfer. The close out from Umpqua has not been received yet. A full report will be available in December.

10.4 New Firehall Construction Financial Report-Linnea Kneaper presented. We have still not received a bill from Mercer Fraser. Interest on the building fund account for October was \$220.23.

11.0 Items for Next Agenda Recap-permanent record storage, audit

12.0 Adjournment-6:55pm

Date of Next Meeting: **December 14, 2021**

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

Regular Expenses	Amount
Linnea Kneaper-Services October	\$ 500.00
Frontier Communications	\$ 7.27
TDS Telecom - Telephone	\$ 58.21
Trinity PUD - Electric-Fire Hall –October	\$ 183.23
Trinity PUD - Street lights October	\$ 159.05
Suzanne Heinig-Houskeeping October	\$ 80.00
Total Regular Expenses	\$ 987.76
Special Expenses	
Napa Auto parts	\$ 238.73
CSDA Membership	\$ 303.00
Carol Fall-reimbursement exam gloves, water bottles	\$ 499.02
Trinity Valley Consulting Engineers-	\$ 290.00
Total Special Expenses	\$ 1,330.75
Total Expenses	\$ 2,318.51
Balance as of October 31, 2021	\$276,311.99
Deposit-1st and 2nd quarter interest 2020-21 fiscal	\$927.36
Less October Expenses	\$ (2,318.51)
Current Balance	\$ 274,920.84
Less Allocation for new fire hall	\$ (60,000.00)
Total Spending Balance	\$214,920.84

Trinity Center CSD

Building Fund

November 1, 2021

	TCCSD	CCCU ACCT	Total
Building Allocation	\$60,000.00	\$108,717.65	\$168,717.65
Checking Account		\$1,000.95	\$1,000.95
Savings Account		\$134,231.13	\$134,231.13
Interest on VFD accounts-October		\$220.23	\$220.23
McConnell Foundation	\$100,000.00		\$100,000.00
CDBG Grant	\$208,100.00		\$208,100.00
Total Allocation	\$ 368,100.00	\$ 244,169.96	\$ 612,269.96
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Appeals lestter 2018-\$26,500			
Prime Rib Dinner 2019-\$2882.46			
Rummage sale 2019-6173.00			
Appeals letter 2019-\$25,000			
Donation 3/2021-\$60,000.00			
Other Donations			
SPI 2019-\$2500.00			
Trinity Trust 2019-\$1000.00			
D. McDonald 2019-\$200.00			
TLRA 2017 contriution-\$7650.00			
Sing for America Foundation-\$700.00			
Paypay account-\$154.21			
Mohr Family 2020-\$300.00			
In memory of Steve Noverr-\$325.00			
Trinity Trust 2021-\$8200.00			
Kormeir Family \$250.00			

Trinity Center CSD

Special Fund

November 1, 2021

	CCCU ACCT	
Ripple Creek Cabins	\$2,000.00	
United Bikers of Northern Calif.	\$500.00	
Jo Alvarez	\$200.00	
Billie Higgs	\$250.00	
Trinity Center Kids-Lemonade sale	\$150.00	
Tara	\$150.00	
TLRA	\$1,000.00	
TCVFD Auxilary	\$40,000.00	
Total as of November 1, 2021	\$ 44,350.00	