

TRINITY CENTER
COMMUNITY SERVICES DISTRICT
Regular Meeting October 11, 2022

Minutes

- 1.0 Call to Order**-The meeting was called to order at 6p.m. by Chairman Pat Frost. Other members in attendance were Drew Rusnak, Martie Mullen, Steve Finley, and Kristine Halliday. Assistant Fire Chief Carol Fall and General Manager Erik Anderson were present. One member of the public was present.
- 2.0 Announcements or Changes to the Agenda-Pam Augesberger from the TCVFD Auxillary reported that appeals letters area in the mail.** Pat Frost requested and addition of item 6.4 to the agenda. approval letter of support for RCD fuels reduction grant application for Sierra Nevada conservancy. Motion by Martie Mullan, 2nd by Kristin Halliday. Motion carried- 5 Ayes.
- 3.0 Public Comments**-None
- 4.0 Approval of Minutes**
 - 4.1** Approval of minutes from September 13, 2022-motion to approve as presented by Steve Finley., Second by Drew Rusnak. Motion carried-5 Ayes.
- 5.0 Unfinished Business**
 - 5.1** Update on Board Policy for Permanent record storage-Pat Frost had nothing to report.
 - 5.2** Update on purchase of new fire truck-Assistant Chief Carol Fall presented. Pump tests were done on 1134 prior to previously discussed trip to investigate purchase of 2 new engines. The engine tested at 160gpm. The gauge on the engine was deemed to be inconsistent. 1134 still needs pump worked on but is functional. Fred Maddox will be looking at 1111 and identifying what needs to be fixed. Cal OES contacted Carol and had a type 1 engine available for 40k. All maintenance records are available and comes with all equipment on truck. Carol is scheduling Paul Luttrell to go look at engine. If purchased, it will replace 1123. Carol is still shopping for a water truck.
- 6.0 New Business**
 - 6.1** Discuss and Authorize fee for service with Trinity County Resource Conservation District-Assistant Chief Carol Fall presented. The department received a \$2700 grant from TC for fire safe activities back in April. The grant paid for gravel at IOOF Hall that was demonstrated during the fire open house in June. The grant Included 2k for RCD to work on properties around Trinity Center. Several lots have been identified as needing trees cut. The work would need to be done by April 1, 2023. Motion by Drew Rusnak to authorize Carol to sign the fee for service agreement with a NTE amount of 2k.. Second by Kristin Halliday. Motion carried-5 Ayes.
 - 6.2** Discuss schedule for RFQ for remodel of existing fire station-Assistant Chief Carol Fall presented. There is money in the budget to hire someone for the design remodel. We will need to hire engineer or architect. Pat suggested establishing an Ad-Hoc committee to research what will be needed in the RFQ.
 - 6.3** Discuss and approve updated resolution accepting grant from Cal Fire -Assistant Chief Carol Fall presented. This year money has been applied for accessories and radio for the water truck. We received 3k to buy a new radio for a new truck. The grant is a 50/50 match. The CSD will need to pay \$1500. Motion by Martie Mullen to approve resolution 2022-05 for the Cal Fire Grant. Second by Steve Finley. Motion carried-5 Ayes-Roll Call Vote-Rusnak, Finley, Mullen, Frost, Halliday,
 - 6.4** Approval of letter of support to RCD for Sierra Nevada Conservancy (SNC) Grant-Carol Fall presented. The RCD is applying for a Grant from SNC. Grant application is for 800k to do fuel reduction on 45 miles of roadway and 400 acres. All is on private timber land. Does not require any expenditures, the CSD just needs to provide support of the project. Motion by Kristin Halliday to approve, Second by Martie Mullen. Motion carried-5 Ayes.
- 7.0 Communications, Directors & Ad Hoc Committee Reports**
 - 7.1** Communications--Linnea Kneaper presented the LAFCO ballot. It will be added to November meeting agenda.
- 8.0 General Manager Report**
 - 8.1** Fire Hall Planning and Construction Project-Erik Anderson presented and gave an update on the new Fire station progress. Windows and doors are installed, and the electrical panel has arrived. Components of the electric have not arrived yet and that portion won't be done until December. All systems will need to be checked with electrical. Mercer Fraser was asked about the change order to install generator, and they did not respond. Letter was sent to 11 contractors to hook up generator and a walk through is scheduled for the 20th of October. The SAM account has been updated and is current until Sept. 8, 2023.

9.0 Fire Department Reports

9.1 Fire Department Monthly Report-Assistant Chief Carol Fall presented. The statistics for September include only 3 calls. Miscellaneous activities included the pancake breakfast and lions BBQ, 306 battery replacement and 1134 pump test. At the chiefs meeting Trinity County Environmental Health was present and presented information on ethanol labs in the county. They are working on a training to pass on to departments to how to respond. They are also trying to organize a training to deal with high voltage batteries in vehicles. New siren for TC that would go on radio tower. Weaverville dispatch would send signal. Procedures to be determined. Newsletter and cover letter was finished for appeals letter. Carol is working on grants, 3 wildland helmets and goggles valued at 600 received. Grant from HAF for AED and vitals monitor, ordered last November. AED is on back order; Carol ordered a different one. Misc. things were purchased. Applications have been submitted to Redding rancheria, for helmets and flashlights for 3500. Grant application to CCCU for lockers in new building, Flume fire reimbursement in in ABQ, for \$1875. Trinity Lumber letter sent to donate pressure treated 2x4 for fence. They agreed Carol has to pick up.

10.0 Financial Report and Bill Payment (Kneaper)

- 10.1** CSD Financial Report-Linnea Kneaper presented the report. The balance as of September 30, 2022 was \$301,871.76. Total bills for payment in October \$2289.49. New balance \$299,582.27 less the \$60,000 allocation for the new fire hall brings the total spending balance to \$239,582.27.
- 10.2** Bills For Payment-Motion by Drew to pay the bills, 2nd by Martie. Motion carried-5 ayes.
- 10.3** VFD Financial Report-No report was given.
- 10.4** New Firehall Construction Financial Report-No report was given.

11.0 Comments from the Public on Closed Session Agenda-None

12.0 Motion to Accept Closed Session Agenda-Motion by Kristin Halliday. Second by Drew Rusnak. Motion Carried-5 Ayes.

Enter closed session 6:55pm

13.0 Closed Session-discuss a potential litigation

Motion by Drew Rusnak to return to open session. Second by Kristin Halliday. Motion carried-5 Ayes.

14.0 Return to Open Session-7:10pm

15.0 Report out of Closed Session-The board discussed of potential legal issues related to the new building.

16.0 Items for Next Agenda Recap-discuss and possibly accept bid for generator install, LAFCO ballot

17.0 Adjournment-7:12p.m.

October 2022 CSD Monthly Report

September 2022 Stats

Fire	Number	Personnel Hours
Trinity Center		
Coffee Creek	1	2:21
Annex		
<i>Total</i>	1	2:21
Medicals		
Trinity Center	1	2:21
Coffee Creek	1	2:51
Annex		
<i>Total</i>	2	5:12
MVAs		
Trinity Center		
Coffee Creek		
Annex		
<i>Total</i>	0	
Other	0	
Totals	3	7:33
Training		
Fire	2	17:00
Medical	2	22:30
FEAT	1	14:00
<i>Total</i>	5	53:30
FEAT		
Responses	0	0
Misc	8	46:30
Total Activities and Personnel Hours	16	107:33

Additional Notes: Pancake Breakfast, Lions BBQ, Replace battery in 306, pump test on 1134, etc

**Trinity Center CSD
Accounts Payable
October 11, 2022**

Regular Expenses	Amount
Linnea Kneaper-Services September	\$ 500.00
Frontier Communications	\$ 7.29
TDS Telecom - Telephone	\$ 58.28
Trinity PUD - Electricity-Fire Hall -August	\$ 92.82
Trinity PUD - Street lights August	\$ 171.60
Trinity County Department of Transportation	\$ 430.91
Umpqua Credit Card-Quickbooks, postage, wildland gloves, marking tape	\$ 244.23
Suzanne Heinig-Houskeeping September	\$ 80.00
Total Regular Expenses	\$ 1,585.13
Speical Expenses	
Napa Auto Parts	\$ 80.92
TVCE	\$ 362.50
TCLS-BLS for Burch, Eddie	\$ 35.00
Eddie Burch-reimbursement/batteries 306	\$ 225.94
Total Special Expenses	\$ 704.36
September Total Expenses	\$ 2,289.49
Balance as of September 30, 2022	\$301,871.76
Less September Expenses	\$2,289.49
Current Balance	\$ 299,582.27
Less Allocation for new fire hall	\$ (60,000.00)
Total Spending Balance	\$ 239,582.27