

BOARD: Darin Molesworth, Glenn Bartholomew, Ken Hudson, and LeeRoy Herman

STAFF: Fire Chief Jim Appleton and Recorder Jean Hadley

Absent: James Matthisen Excused: None Audience: Russell Reeves and Nancy Asai

CALL TO ORDER

Meeting was called to order by Board President Darin Molesworth at 7:02 p.m.

ADDITIONS OR CORRECTIONS – Hadley asked the Board to include the Chiefs Summary in their packets, the public hearings for the two Ordinances are postponed due to changes not available to the Board and/or for the public review process, and under business add a discussion on a letter from a concerned citizen. Appleton asked for a formal discussion with regards to the billing ordinance during the business portion of the meeting.

BUSINESS FROM THE AUDIENCE – Reeves requested a conversation about the billings ordinance.

CONSENT AGENDA

1. Approval of Minutes March 8, 2012
2. Review/Approve Bills

A motion was made by Board Member Bartholomew to approve the consent agenda as presented. Board Member Herman seconded. There was discussion about expenses associated with the credit card payment, Hudson asked for a detailed list of expenditures that are associated with the credit card bill. Appleton agreed to find and present a list of the charges. The motion passed unanimously

BUSINESS

PUBLIC HEARINGS: Ordinance 2012-04-02 for cost recovery billings – **POSTPONED**

Postponed: Ordinance 2012-04-01 Adopting the State Fire Code

Molesworth and Appleton agreed to discuss the ordinance related to cost recovery billings due to citizens present at the meeting who had questions. Russell Reeves asked for clarification of some language statements in the ordinance. Reeves referred to the fourth whereas and asked if the “on” in the first sentence should be “or”. Appleton agreed to change it. Also Reeves felt the third sentence was not specific enough and Appleton suggested “persons who do not pay property taxes to the District”. Reeves questioned children of property tax payers because they do not pay taxes. Appleton said it was implied that dependents were covered since they live in the house and are dependents of the property owners who do pay taxes. Reeves asked if Appleton knew what a minimum response charge would be and Appleton said he had a rough estimate and could not respond at this time. Reeves wanted the Board to consider charging in 30 minute increments as a response time charge. Reeves also asked the Board to consider changing the language on page 2 #2 where the incident commander collects insurance information. Reeves also questioned the ordinance passage as an emergency.

1. Process for hiring clerical staff – approve newspaper advertisement, set dates for timeline of hiring process, job description and application

The Board asked about startup costs associated with bringing in a clerical person. Hadley explained the system the City has in place for each position; a shared PC, digital recorder, QuickBooks program, and associated files. Hadley asked the Board about establishing hours for the office and consideration of space requirements, salary, and possible health benefits support.

Hadley asked the Board to discuss the newspaper ad. The Board agreed to run the ad for two weeks and close on May 15, 2012, Post it on the District web site, ask Suzi Conklin to put it in the local newsletter, and post the ad at local businesses.

2. Notice of Tort Claim – Wilson vs. Mosier Fire District

Appleton said the claim has been sent to attorney Ken Jones who is in the review process.

ADDITION: A letter from Marilyn Wilson regarding possible questionable use of a District vehicle. Bartholomew explained the letter and what actions had been taken to verify the possible questionable use and draft a response. The use of the vehicle was justified and verified by Chief Appleton as legitimate and approved by the Board. Bartholomew stated the caution that must be taken with regard to use of District equipment and resources. Board Member Glenn Bartholomew presented a letter of response to Wilson that explained the approved and legitimate use of the district vehicle under scrutiny, and thanked her for her watchful concern and interest.

Unanimous consensus of the Board was to send the letter to Wilson that was drafted by Bartholomew.

3. *Executive Session: Employment of Public Officer, employees and agents*

The regular meeting was suspended at 8:19pm to enter into an Executive Session.

The Executive Session was closed and the regular meeting was reconvened at 8:37pm.

A motion was made by Board Member Molesworth to renew the two(2) year contract with current Fire Chief Jim Appleton with his current salary and benefits. Implement an annual review at the contract renewal date each year. Board Member Hudson seconded. There was no discussion. The motion passed unanimously.

The Board briefly discussed the need for a clear and definite job description in order to do an annual review and measure the benchmarks, accomplishments, and expectations of the job.

COMMITTEE REPORTS – Chief Summary presented and reviewed.

CORRESPONDENCE – None

Meeting adjourned at 8:54 p.m.

Approved this 10th day of May, 2012

Attest:

Board President Darin Molesworth

Jean M. Hadley, Recorder