

Mosier Fire District Board Special Meeting
Mosier Fire Hall on Washington St.

DATE: Oct. 13, 2016
7:00 p.m.

BOARD: Joanne Rubin, Phil Evans, Barb Ayers, Darin Molesworth, Joe Sacamano

Absent: Excused:

STAFF: Fire Chief Jim Appleton, Recorder Tracie Hornung (via Skype), Bookkeeper Rhonda Starling

MOSIER FIRE VOLUNTEERS & ASSOCIATES: Todd Reeves, Maggie Goter

CALL TO ORDER – Meeting was called to order by Board President Darin Molesworth at 7:03 p.m.

ADDITIONS OR CORRECTIONS – Chief Appleton added Operations Policy Review and Mini-pumper Financing

BUSINESS FROM THE AUDIENCE – None

CONSENT AGENDA

1. Approval of Minutes of Sept. 21
2. Review/Approve Bills

After a discussion about the minutes, which included Board responsibility regarding the state's public meetings law, it was agreed the minutes will be amended to include in Item #3:

The list included:

- Type 1 Engine
- Mini-pumper
- Fire Station
- Dry Hydrant
- 2 Water Tenders
- Hire a professional public safety risk assessment firm to generate a readiness response plan to enhance Mosier Fire District's response over 5 years.
- Implementation plan including equipment, plans, training, drills, professional services and operational costs to implement over a 5-year period. Approximate cost: \$20,000 year x 5 years.

Board Member Joanne Rubin made a motion to approve the consent agenda as amended; Board Member Joe Sacamano seconded. The motion passed unanimously.

BUSINESS

1. Volunteer Reports

Volunteers President Maggie Goter said the next quarterly meeting of the Volunteers will be this Sat. at Rack & Cloth. The Volunteers are helping with work on the MFD "reboot." A discussion followed on the levels of training of the Volunteers. She also said she and two other Volunteers had recently attended the Oregon Emergency Medical Conference.

2. Committee Reports

Chief Appleton discussed the Station Development Committee's first meeting with the Quick Response Grant personnel. The grant is for up to \$50,000 for a second feasibility study for site analysis. It was agreed by the attendees of the meeting that the UPRR property in Mosier was preferred. The facility is proposed to be joint-use with other jurisdictions. Appleton added that it would be easier to approach voters with a bond issue if the facility was joint-use. The deadline for the study to be completed is March. A discussion followed on alternative sites that have been explored in the past.

Bookkeeper Rhonda Starling noted that a request document from Team Mosier that included input from MFD was recently sent to UPRR. The draft document is also posted on the Team Mosier website, she said.

3. Planning Committee Report: Recommendation to hire consultant for department gap analysis; discussion of process to follow

Board member Phil Evans reported on the Planning Committee's efforts to conduct an assessment survey to help with the MFD "re-boot." Those available were Emergency Services Consulting International, and Roy Palmer of SDAO. ESCI would charge approximately \$14,000 for the project or about \$32,000 for a year; Palmer, \$4,000-\$6,000. Evans said the subcommittee favored Palmer, and that the project could probably be underway this winter.

Board Member Rubin made a motion to approve the selection of Palmer; Board Member Barb Ayers seconded. The motion passed unanimously.

4. Report on Planning Commission second track hearing

Appleton noted that Wasco County approved UPRR's proposal for a second track in Mosier. He attended the hearing and testified about safety issues. He said he thought the deadline for filing an appeal expired tomorrow, and that there had been no discussion about MFD participating in an appeal. He said if the Board wants to take a position at the County Commission level that would be the next opportunity for the Board to weigh in on the issue but he has not heard of a schedule for that yet. He said his "default" was to reiterate the points he made in his letter to the Planning Commission, but did not want to override the MFD Board. He suggested this issue should again go on next month's MFD Board meeting agenda.

5. Oregon Fire Service Conference Oct. 27-29, Bend

Recorder Hornung reminded the Board about the conference.

6. District's attorney's review of draft drug-free policy

Appleton said he had sent the attorney-reviewed policy to Rubin. She said she hadn't seen it but it was discovered it was sent to an email address she no longer uses. Appleton also said Oregon Health Authority reviewed the draft and made some very minor changes. The MFD attorney recommended a blend of the draft language with some boilerplate language that his office suggested. Rubin said when she received the email she would work on the draft.

7. District Vehicle & Apparatus Operation Policy

Appleton distributed a draft policy that has never been adopted. He asked if Section D could be added back in as he had suggested about three years ago. He suggested the Board could do nothing with it now, or work on the draft, or provisionally approve the changes he had made and then review the final draft.

Board Member Molesworth made a motion to provisionally accept the change of adding Section D to the District Vehicle & Apparatus Operation Policy with a review of the final draft; Board Member Rubin seconded. The motion passed unanimously.

8. Operations Policy Review

Appleton said there is a need to review the MFD Operations Policy, noting that the Board will ultimately need to approve it but it is a Volunteer issue and should be on the meeting agenda for the Volunteers. He said his goal was to have at least part of drill nights used to develop policies and then having the “hands-on” that goes with it. Referring to Volunteers driving apparatus he said, “we need a meeting of minds between the Volunteers and what OSHA requires people to do and find a way to update our policy.” He added that there was no need for action on this issue tonight. He said that after the draft policy is completed and the Board approves it, the District’s attorney will review it. Goter said she strongly disagreed that this should be a job for the Volunteers. She said it’s a job for the MFD Board Policy Advisory Committee, and that there isn’t enough time at drill nights to add that effort to it. Appleton said the Volunteers’ input was needed. Goter said it should be addressed at the Volunteers’ business meeting, not drill nights, and she will put it on the agenda for this Saturday’s business meeting. Appleton agreed.

9. Mini-pumper financing

Appleton said MFD has qualified for financing of the mini-pumper and all that is necessary now is to provide a loan amount. He asked the Board if they want to finance just the pumper or also the additional equipment to be added to it. He recommended that MFD not finance the other equipment and to look for grants instead. He said most of the cost of the equipment is in the budget. The Board informally agreed to look for grants to fund the other equipment.

10. New agenda item: Correspondence --UPRR reimbursements

Bookkeeper Starling said in July she submitted a bill for approximately \$20,300 to UPRR for the oil train derailment for Volunteer apparatus use, the Chief’s time, her time and the Volunteers time for June 3-10, 2016. She recently got a check for the full amount. She said she would like to make the reimbursements but needs to confer with the accountant on how to go about the reimbursement procedure. The Board informally agreed that she should move forward with the reimbursements and that no motion was needed. Starling added that she has not heard back from Vanguard on the Giswold bequest and will call tomorrow to inquire about it.

11. Chief’s Monthly Summary

Appleton distributed and discussed his summary of September’s activities and his upcoming attendance at some conferences and trainings through the end of the year.

12. New agenda item: Meetings

Board Member Sacamano asked about an idea proposed in a recent subcommittee meeting about the Board meeting two times a month. Rubin suggested waiting to see recommendations to be made by the SDAO consultant.

Meeting adjourned at 8:51 p.m.

Approved this ____ day of _____, 2016

Attest:

Board President Darin Molesworth

Tracie Hornung, Recorder