

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

DATE: January 14, 2016
7:00 p.m.

BOARD: Mac Jervey, Joanne Rubin, Joe Sacamano, Phil Evans

Absent: Excused: Darin Molesworth

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

PUBLIC:

CALL TO ORDER – Meeting was called to order by Board Member Phil Evans at 7:04 p.m.

ADDITIONS OR CORRECTIONS – Chief Appleton added the following to the agenda:
Brief update on Minipumper financing, Special Districts Rate Lock form, and Review Board policy on Volunteer training costs (one-year “probationary period”)

BUSINESS FROM THE AUDIENCE – None

CONSENT AGENDA

1. Approval of Minutes
2. Review/Approve Bills

Board Member Phil Evans made a motion to approve the Consent Agenda as amended. Board Member Joe Sacamano seconded. The motion passed unanimously.

BUSINESS

1. Volunteer Reports

None.

Bookkeeper Rhonda Starling requested Agenda Items 5 and 6 be moved to the beginning of the Agenda. The Board agreed.

2. Direct Deposit for payroll checks

Starling suggested staff receive their paychecks via Direct Deposit to their banks. After discussion,

Board Member Sacamano made a motion to have Starling move forward with setting up Direct Deposit. Board Member Joanne Rubin seconded. The motion passed unanimously.

3. Timeliness of board signatures on checks

Starling noted that some recent utility bills were paid late or close to it because there had been a lag time in checks signed by the Board. She suggested that all utility bills be paid via the bank’s online Bill Pay feature.

Board Member Rubin made a motion to have Starling pay utility bills via Bill Pay. Board Member Sacamano seconded. There was no vote.

After discussion the motion was revised.

Board Member Rubin made a motion to have Starling pay all appropriate, regular bills via Bill Pay. Board Member Evans seconded. The motion passed unanimously.

4. Policy/Procedures Review: Revised draft drug-free policy

Rubin suggested tabling this until next month's Board meeting. She said she needs to complete the marijuana component of the policy. Appleton noted that the final draft will need to go to the District's attorney for review.

5. Committee Reports

Sacamano noted that at the last Board meeting it was agreed that the Budget Advisory Committee should meet to address the Chief's salary adjustment. Appleton noted that it would be a good idea for the BAC to meet later this month to begin the process of preparing for the next fiscal year's budget, at which time the salary adjustment could be incorporated into those discussions. It was agreed the BAC would be contacted to set up a meeting.

6. Brief update on Minipumper financing

Appleton said he will be contacting the members of the Capital Advisory Committee to take one last look at the specs for the Minipumper before signing the contract to buy it. A discussion followed on the financing of the vehicle.

7. RESOLUTION NO. 2016-01-001: Resolution authorizing a permissive interstate cooperative procurement & a sole source procurement. Apparatus contract with Spartan ERV in the amount of \$251,750 for Class A Minipumper with CAFS.

Appleton explained that the resolution allows the Mosier Fire District to join an existing contract that had gone through the competitive bid process as required by the state. He noted that a public notice was published today in The Dalles Chronicle letting the public know it could comment on the contract.

Board Member Rubin made a motion to sign the resolution. Board Member Evans seconded. The motion passed unanimously.

Evans signed the resolution.

8. Special Districts Rate Lock form

Appleton noted that there was no downside to the Special Districts Longevity Credit & Rate Lock Agreement but it required Board action.

Board Member Rubin made a motion to sign the agreement. Board Member Sacamano seconded. The motion passed unanimously.

Rubin signed the agreement.

9. Review Board policy on Volunteer training costs (one-year "probationary period")

Appleton explained that in the past the Board had created a policy that stated a Volunteer had to be with the District one year before the District would reimburse training costs. Noting that a new Volunteer wished to take the full course in Pediatric Advanced Life Support for \$260, Appleton asked the Board if they would be interested in revising the policy or simply make an exception in this case. It was informally agreed that an exception would be made and that at next month's meeting Appleton would bring the Board the policy for review.

10. Chief's Monthly Summary

Appleton gave a summary of December's activities.

Correspondence: Hornung asked if all Board members were signed up online to receive Special Districts announcements and trainings. She gave them the website address to do that.

Meeting adjourned at 8:33 p.m.

Approved this ____ day of _____, 2016

Attest:

Board President Darin Molesworth

Tracie Hornung, Recorder