

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

DATE: January 12, 2012
7:00 p.m.

BOARD: Glenn Bartholomew, Ken Hudson, James Matthisen, and LeeRoy Herman
STAFF: Fire Chief Jim Appleton, Recorder Jean Hadley
Absent: Darin Molesworth Excused: None

CALL TO ORDER

Meeting was called to order by Board member James Matthisen at 7:10 p.m.

ADDITIONS OR CORRECTIONS – None

BUSINESS FROM THE AUDIENCE – None

CONSENT AGENDA

1. Approval of Minutes December 8, 2011,
2. Review/Approve Bills

A motion was made by Board Member Herman to approve the consent agenda as presented. Board Member Hudson seconded. There was no discussion. The motion passed unanimously

BUSINESS

1. Upcoming year strategic planning: ideas for budgeting 2012-2013

Hadley explained the idea behind a strategic planning meeting which is a discussion about the next year's budget and planning for that budget. Appleton said this is where the amounts for apparatus replacement, equipment replacement, and/or purchase of property for the Fire House, are somewhat decided and other expenditures to be included as a budget item. Hadley told the Board about ideas deciding to increase the various places that could be affected by expected accomplishments for the upcoming year. Matthisen asked for an introduction to budget planning and a brief summary of the process. Appleton and Hadley agreed to provide a calendar time frame for the budgeting process.

2. Set date for strategic planning

The Board decided to include the strategic planning discussion in the meeting in March. March 8, 2012.

3. Review budget vs. actual financial report

The Board members present reviewed the report and commented on how it is right where it should be for a mid-year report. Appleton explained where there will be more and/or less spent which is well within the budgeted amount. Training is an item which will have more spent because of the time of year and the expectation of more volunteers receiving training. Appleton also spoke about Jeff Pricher helping with training both the Chief and volunteers at a reasonable rate. Appleton mentioned an administrative software program being ordered, through budgeted services, for \$1700 for the first year and \$1000 for every year after that first initial expense. Appleton reported that he looked at multiple products, evaluated them, and the decision was made due to what this particular product offered.

4. DRAFT of City Code: FYI

Hadley explained the process of how the Fire code for the City is being considered and drafted with multiple entities having a say about responsibilities of each department. Appleton told the Board how he is involved in reviewing and working with the City to make the code meet District and ODF standards. Bartholomew questioned the Mayor having the authority to appoint the Fire Chief as the City officer; he felt the Fire Board should be involved with the decision and give authority to allow the Chief to be an

officer for the City code. Bartholomew asked if the Fire Prevention Code mentioned was ever adopted by the District. Appleton answered no and said he has reviewed it and there are parts to be considered for approval and some parts taken out completely. Hadley told the Board that the code for the City with regards to this matter will become a public hearing sometime in April; before the next fire season requirements. The Fire Board agreed to send the language to the Attorney for the District and get his input about the legalities and directed the Fire Chief to do so. Appleton agreed to contact the District's Attorney.

5. Present mapping/survey of beetle kill areas within City limits

Fire Chief Appleton presented a map which shows the areas of concern for trees with fire hazard potential due to beetle kill damage/death. Appleton took a survey with City Councilor Hector Kent and found more damage within the City limits and will approach the City Council asking for authority to send out letters, from the District and City, noticing property owners of ladder fuels and/or vegetation/tree removal. Appleton said he spoke with Oregon Department of Forestry (ODF) and ODF might have some State money available to help with damage removal.

COMMITTEE REPORTS – Volunteers: Appleton updated the Board on what the Volunteers were accomplishing. The Fire Board reviewed the handout of the Chief Summary which includes the actions of the volunteers and duties of the Fire Chief for the month of December and beginning of January.

CORRESPONDENCE – Hadley provided the Board with a handout from Special Districts Association of Oregon (SDAO). Hadley updated the Board on the training of Barbara Irving by Jeanne Reeves so the Fire District Financials stay on track.

Meeting adjourned at 8:01 p.m.

Approved this 9th day of February, 2012

Attest:

Board President Darin Molesworth

Jean M. Hadley, Recorder