

BOARD: Ken Hudson, Lee Roy Herman, Vic Hamilton, Glenn Bartholomew, Darin Molesworth

STAFF: Fire Chief Jim Appleton, Recorder Tracie Hornung

Absent:

Excused:

Public:

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

ADDITIONS OR CORRECTIONS – Added to the Board packet were a list of bills.

BUSINESS FROM THE AUDIENCE – None

CONSENT AGENDA

1. Approval of Minutes – February 14, 2013
2. Review/Approve Bills

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

BUSINESS

1. Update on Chief's meeting with Wasco Co. regarding draft site plan

The Chief reported that he hadn't met with the county yet because he had referred the plan to the District's attorney for review first.

2. Draft of vehicle operations policy

This issue was tabled until the April 11 Board meeting because printer problems prevented one of the Board members from fully reviewing it. The Chief said he will include hard copies in the Board packet for the next meeting.

3. Draft policy on vehicle use by Fire District employees

Board Member Bartholomew distributed a new draft, which included comments by Board Member Hudson. The issue was tabled until the April 11 Board meeting.

4. Update on Chief's meeting with Chief Palmer on draft Mid Columbia Auto-Aid

Agreement

The Chief said he was hopeful by this fall the groundwork for the agreement, or maybe even the actual agreement, could be in place. He said that spotty radio coverage in the Seven Mile Road area is currently an issue, but with another repeater, coverage would be possible. A discussion followed on the anticipated responsibilities of each fire district and areas to be automatically covered in the agreement. The Chief said he and Chief Palmer want to meet with Hood River County to see if all the emergency responders from Cascade Locks to Sherman County can be on the same radio channel. The Chief and Chief Palmer will meet again in the next few weeks after they each have talked to their Boards.

5. Financial Review report

The Chief said the review is still ongoing because the contracted auditor is busy with tax season work for other clients. The chief called the state to be sure it will accept a late filing of the Fire District review and was told there will be no penalty. The auditor has told the Chief that so far he is favorably impressed with how the District's finances are managed. One recommendation made by the auditor was that the Board members who sign checks initial their approval of each bill.

It was agreed by unanimous consensus that the Board members who sign checks will write their initials on each applicable bill when signing checks.

6. Appoint Budget Officer & establish timeline for Budget Committee meetings

The Chief reported that he had spoken to all but one of the members of the public who served on the Budget Committee last year and received confirmation that they are willing to do so again this year.

Board Member Bartholomew moved that Recorder/Bookkeeper Tracie Hornung be appointed Budget Officer. Board Member Hudson seconded. There was no discussion. The motion passed unanimously.

7. Update on Fire District Election

The Chief reminded those Board Members who are up for re-election that they must file with the county by March 21.

8. Chief's monthly summary

The Board reviewed the handout of the Chief's Summary, which includes the actions of the volunteers and duties of the Fire Chief for the month of February. In reviewing the Summary, Board Member Bartholomew noted that a milestone is about to be achieved regarding the District's ISO classification. A discussion followed, as well as that of an upcoming rope rescue class for volunteers, and public response to local ODF Forestland classifications.

COMMITTEE REPORTS – None

CORRESPONDENCE – Announcements from the Oregon Fire District Directors Association were passed on to Board Secretary Bartholomew.

Meeting adjourned at 8:18 p.m.

Approved this ____ day of _____, 2013

Attest:

Board President Darin Molesworth

Tracie Hornung, Recorder