

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

DATE: February 11, 2016  
7:00 p.m.

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

Absent: Darin Molesworth                      Excused:

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

PUBLIC: Station Development Committee Chair Terry Moore, President of the MFD Volunteers Maggie Goter, and Carrie and David Cobb

CALL TO ORDER – Meeting was called to order by Board Member Phil Evans at 7:08 p.m.

ADDITIONS OR CORRECTIONS – Chief Appleton added the following to the agenda:  
Discussion re: modification of the existing Apparatus Use Policy. Bookkeeper Rhonda Starling noted that there were no checks for the Board to sign since she has begun paying bills online as approved at the last Board meeting, but she asked two members to review and initial the financial reports. Board Member Jervey said he wanted to add the Fire Chief’s raise to the agenda.

BUSINESS FROM THE AUDIENCE – Terry Moore spoke about his work on fire station development and working with the City of Mosier on a joint grant. He said the state had recently approved the \$25,000 grant, which will allow the Fire District and the City to move ahead with a pre-design study for siting and building a joint facility that would include a fire station and a city hall. Once the study is completed, he said he hoped the District and the City would come to a decision by autumn about whether to pursue building the facility. He said the City also recently received a transportation grant that will help with this effort. Appleton said he will send the Board the PARC Resources Feasibility Analysis that the City had commissioned in 2013 regarding siting of a facility on UPRR land. Moore said he will soon compile a list of possible architects to consider for the pre-design study, and present it to Appleton and Evans, a member of the Station Development Committee, for approval. Appleton said if it becomes a difficult decision, the Board would be consulted.

CONSENT AGENDA

1. Approval of Minutes
2. Review/Approve Bills

Regarding the payroll report included in the Consent Agenda, Jervey said he did not believe Appleton should have received a 15% raise on his last paycheck. A discussion followed about the wording of a motion that was made regarding the raise at the Dec. 10, 2015, Board meeting. It was informally agreed that Starling will adjust Appleton’s next paycheck to reverse the raise.

**Board Member Joanne Rubin made a motion to approve the Consent Agenda as amended. Board Member Jervey seconded. The motion passed unanimously.**

BUSINESS

1. Volunteer Reports

Volunteers President Maggie Goter said the following will be celebrated at the next quarterly Volunteers Association meeting: the retirement of Marc Berry from active duty, the graduation of Lisa White and herself from the Fire Academy, and the completion of testing for three advanced EMT certifications for Ron Carroll, Charles Young and Appleton.

2. Committee Reports

Goter and Jervy gave an update on the most recent meeting of a working group of the Budget Advisory Committee. The next meeting is Feb. 25. For that meeting, Rubin has agreed to call other small fire districts to glean information about their salary schedules and payroll policies for fire chiefs.

3. Policy/Procedures Review: Revised draft drug-free policy  
Tabled until the March meeting since the Volunteers have just received the draft.

4. Volunteer training reimbursement policy  
A brief discussion followed on this existing policy.  
**Board Member Evans made a motion to rescind the one-year probationary requirement and allow the Fire Chief to make the determination if a volunteer should be reimbursed for training. Board Member Sacamano seconded. The motion passed unanimously.**

5. Appointment of budget officer  
**Board Member Rubin made a motion to appoint Bookkeeper Starling as Budget Officer for the upcoming budget process. Board Member Jervy seconded. The motion passed unanimously.**

6. Chief's Monthly Summary  
Appleton gave a summary of January's activities.

7. Apparatus Use Policy  
Appleton said he saw the existing policy as preventing essential actions of the Fire District. He said he would send the Board a draft policy written in 2013 by former Board Member Glenn Bartholomew, with some updates, for the Board to review and comment on.

8. Board minutes distribution  
After discussion, it was informally agreed that Recorder Hornung will send the draft minutes to the Board within 10 days following meetings.

Meeting adjourned at 8:22 p.m.

Approved this \_\_\_\_ day of \_\_\_\_\_, 2016

Attest:

\_\_\_\_\_  
Board President Darin Molesworth

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Tracie Hornung, Recorder