

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

DATE: July 13, 2017
6:00 p.m.

BOARD: Joe Sacamano, Barb Ayers, Phil Evans, Todd Reeves

Absent: Excused: Joanne Rubin

STAFF: Fire Chief Jim Appleton, Recorder Tracie Hornung, Bookkeeper Rhonda Starling,
Training Officer Mike Renault

MOSIER FIRE VOLUNTEERS & ASSOCIATES: Charles Young, Kris Mcnall, Craig Funk

PUBLIC: John Stein and Bill Anderson, Special Districts Assoc. of Oregon consultants

CALL TO ORDER – Meeting was called to order by Board Member Phil Evans at 6:10 p.m.

ADDITIONS OR CORRECTIONS – Recorder Hornung added election of officers to the agenda; Chief Appleton added discussion regarding a thank you letter to Rep. Huffman

OATHS OF OFFICE

Barb Ayers and Todd Reeves read aloud and signed their oaths of office as elected MFD board members.

BUSINESS FROM THE AUDIENCE – None

ELECTION OF OFFICERS

It was agreed by consensus that for now only the election of the president would proceed at this meeting.

Board Member Ayers made a motion to nominate Evans as president of the Mosier Fire District Board of Directors; Board Member Sacamano seconded. The motion passed unanimously.

CONSENT AGENDA

1. Approval of Minutes
2. Review/Approve Bills

Sacamano made a motion to approve the consent agenda as presented. Ayers seconded. The motion passed unanimously.

BUSINESS

1. Volunteer Reports

Because Volunteers President Maggie Goter could not attend this meeting Volunteer Kris Mcnall gave Goter's report. At the most recent Volunteers meeting, the volunteers drilled on fire shelters. Goter has suggested that the volunteers develop a policy for assigning fire shelters.

2. Bank signers: remove former board members

Changes to authorized check signers are: Darin Molesworth is to be replaced by Phil Evans as president, and Glenn Bartholomew is to be removed. To implement the changes Bookkeeper Starling will take the minutes of this board meeting to the bank once they are approved.

3. Committee Reports/Team Mosier Update

Craig Funk, a MFD representative to Team Mosier, reported on the Team Mosier meeting that occurred the night before (7/12/17). He said no action was taken on Union Pacific's offer, presented at the meeting, to Team Mosier. He said clarification is still needed on some points. He distributed the document handed out at the Team Mosier meeting and walked the MFD board through it. It was noted that the information is available on the Team Mosier website. A discussion followed on the need for an alternate MFD representative to Team Mosier.

Ayers made a motion to nominate Evans as the alternate representative for Mosier Fire District to Team Mosier; Board Member Reeves seconded. The motion passed unanimously.

Funk noted that when Team Mosier is ready to vote on the UP offer Team Mosier will ask the MFD, as well as that of the other Team Mosier members, Mosier School and City of Mosier, for its vote. After discussion among MFD board members, Mcnall, another MFD representative to Team Mosier, said she would convey the following issues to Team Mosier that need clarification: the true cost of boring underneath the railroad tracks for installing a dry hydrant; and confirmation that the standpipe will be owned and operated by MFD, and that MFD will determine what the design will be.

4. Fire Chief job description

Because Board Member Rubin was unable to attend this board meeting, it was agreed by consensus to table this item. SDAO consultant Stein added that this draft job description included in the board packet would be more appropriate as a hiring document; a personal service contract would be needed as a job description and for conducting future job evaluations. SDAO consultant Anderson agreed to send Evans examples of personal service contracts. Stein recommended that Chief Appleton participate in helping to create the job description/personal service contract.

5. Board training

During this meeting Anderson called SDAO trainer George Dunkel to confirm a board training session for MFD board members. It was scheduled for 6 p.m. July 27. Mcnall said she would find a room for the training.

6. Thank you letter to Rep. Huffman

Chief Appleton suggested a letter of thanks is in order from the MFD Board to Rep. John Huffman for his help securing \$500,000 for the construction of a Mosier civic center which would include a new fire station and city hall. The award was made by the Oregon Legislature's Joint Committee on Ways and Means. Appleton explained that the funds will come from the state Dept. of Administrative Services, and that there can be only one payee which will be the City of Mosier. The city's attorney and the MFD attorney are working out the logistics for the payment process. Appleton said it was unlikely the money would be spent this fiscal year. Following a question from Ayers, Appleton said there is no sunset on the funding because it is

state general fund money. It was agreed by consensus that City Manager Fitzpatrick and Appleton will draft the thank you letter and it will be signed by Mayor Burns and Evans.

7. Chief's & Training Officer's Monthly Summaries

New Training Officer Mike Renault gave his first monthly summary. Chief Appleton also gave his, and a discussion followed on including additional information and a way to do that without buying a custom design of the software used to produce the report. Appleton said he would proceed with adding the information on a spreadsheet but he noted that process won't allow for providing historical data that would be useful for creating a MFD standard of cover.

President Evans closed the regular meeting at 8:13 p.m. All present except the Board, Appleton and Stein left the room.

Evans convened an **Executive Session** at 8:18 p.m. pursuant to ORS 192.660(2)(b), to consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing.

The Executive Session adjourned at 9:11 p.m. No action was taken following the Executive Session.

The Regular Meeting adjourned at 9:12 p.m. Approved this ____ day of _____, 2017

Attest:

Board President Philip Evans

Tracie Hornung, Recorder