

**Mosier Fire District Board Meeting
Mosier Senior Center
500 East 2nd, Mosier Oregon 97040
April 12, 2018 at 18:00**

MINUTES

Directors present: Rubin, Sacamano and Reeves

Excused: Evans and Ayers

Staff: Renault, Starling and Herman

Volunteers: Goter

Public: Joan Hudson

Call to Order: Board Vice President Rubin called the April 12, 2018 board meeting of Mosier Fire District to order at 18:01.

Agenda Additions or Corrections: Add the current state of the personnel policy manual and Joint Use Facility Update.

Comments from the public (only items from the agenda). Maggie read comments from Kris McNall who is a volunteer but also a tax payer in the Fire District and whom was unable to attend the meeting tonight. Kris stated she was unhappy with the budget process last year and was told she was too late in voicing her concerns so this year she is being proactive. She feels the board should work with the Chief in the budget preparation and used to set priorities. She stated the budget process last year was not open and Rhonda agreed stating this year the District was moving forward in a professional and legal manner.

Consent Agenda:

1. **Minutes** Director Sacamano stated he had not received the minutes due to his computer failure so could not approve the minutes at this time. Herman provided him with written minutes so this matter of business was moved to a later position on the agenda.

2. **Bills:** All bills presented for payment were approved.

Business:

3. **Review of Financial Reports:** Rhonda stated she felt she needed to explain the reports that she submits to the board for review each month, that are never discussed and are confusing to some people.

The reports include the Payroll Summary, Expenses by Vendor detail; Credit card detail and Income detail. Reeves asked if the Fire District receives funds from taxes every month. Rhonda

explained the District is still receiving property taxes and some prior year taxes. She went on to explain the Profit and Loss Budget vs Actual. It shows the budgeted amount versus where we are at this date in expending those funds. For instance the current year taxes are at 98.91% of the budgeted amount received and prior year taxes received are at 100%. Rhonda explained line by line of the Profit and Loss statement and then went on to the LB30 and showed how it matched the Profit and Loss statement.

The District has not expended all the funds budgeted for this fiscal year. Sacamano stated the District has been so involved in other business that spending budgeted monies has not been a priority. There are still 3 months left in the fiscal year and Chief Renault is busy providing volunteers with all they need in order to do their job and stay safe.

Director Rubin asked if there was another place we could place some of our monies that would provide greater interest. Reeves stated there is and it is called the Local Government Investment Pool. Many public agencies, school districts and local governments use this fund. Director Reeves will gather information and bring to the next meeting.

4. Resolution for over spending Legal Services: Rhonda explained that we have over expended the Legal Services line item. \$4,000.00 was budgeted and as of April 7, 2018 \$11,704.70 has been spent. She stated on average the monthly bills were around \$3,000.00. She recommends moving \$19,700.00 from Contracted Services into the Legal Services line. After much discussion with SDAO they advised a Resolution authorizing the transfer.

Rubin read the “**Resolution of The Mosier Fire District of Oregon Authorizing The Transfer Of Appropriated Funds Within the FU2017-18 General Fund Budget**” in its entirety.

Motion: Director Reeves Moved to adopt the Resolution. Sacamano seconded. The motion passed unanimously 3-0.

5. Elect Budget Officer: Rhonda explained the budget process. The budget is created by staff which is Chief Renault and Rhonda. The budget forms are prepared and the proposed budget is presented to the budget committee. There will be a public hearing which will be the time the public can be present and ask questions.

Motion: Rubin moved Rhonda Starling be the Budget Officer for the 2018-2019 fiscal budget year. Reeves seconded. The motion passed unanimously 3-0.

6. Budget Calendar: Rhonda presented a draft budget calendar. This calendar is just an estimate of dates. The budget committee will meet and then she will be able to back in the dates for notices as Oregon budget law requires. The proposed date for the budget committee to meet is May 8th. The public hearing is tentatively set for May 21st.

7. Budget Committee: Rhonda has contacted all members of the budget committee except for Brent Foster. All the other members have agreed to serve and Brent Foster will be contacted to see if he is interested again this year.

8. SAFER Grant: This grant needs to be addressed and how the funds will be spent needs to be decided.

9. **Chief's Report:** The report is included in the board packet. Chief asked if there were any questions regarding the report. The Auto Aid Agreement with MCFR is not completed due to waiting for some mapping to be completed. The MCFR board has signed off on the document and as soon as the mapping is complete Chief will bring it to the board for signature. Chief Renault explained how this agreement will greatly benefit both Fire Districts.

A new Dispatch program will be in place July 1st. This will replace Everbridge which is used now. The new program will be used with cell phones and will be more of a tool as it will have mapping. Some members are currently beta testing this program.

The new Engine had a slight glitch which has been taken care of. Hopefully it can be placed in service within the week.

Surplus equipment will possibly be an agenda item next month.

10. **Volunteer report:** Maggie stated the Volunteers are continuing to train and advance. Recently 9 volunteers attended a NFPA Driver Certification class at Wy'East Fire District in Odell. Interagency training through the Columbia Gorge Training Association is a great benefit. Folks from all over the local area train together and become familiar with each other.

Again the volunteers assisted with the Grange Blossom dinner. They helped set up tables, assisted with the parking and then helped greatly in the clean-up.

Maggie stated there is a quarterly Volunteer meeting May 21st. The Board is also invited to attend.

11. **Committee Report:**

12. **Update on Joint Use Facility:** This is an added Agenda item. Director Sacamano stated he and Terry Moore visited recently and Terry Moore asked how much money the Fire District can spend on this project. Is there a possibility of a Bond? What about the design process? Chief Renault explained the Bond mentality and stated he didn't know the dollar per thousand amount but knows taxes are high and going out for a Bond measure may not be the best way to go.

Sacamano asked Reeves how he found the last meeting. Reeves stated he did not have his notes with him but stated we need to figure out how we can live with the City. Who will be responsible for what? Will we own $\frac{3}{4}$ of the bldg. and the City just $\frac{1}{4}$? They don't want a metal building but some metal buildings are very attractive. If a Bond measure is needed it would have to be the Fire District going out for one. During discussion the question arose about multiple stations. Chief Renault explained why the existing stations are needed.

It was decided that the Joint Use Facility needed to be an ongoing Agenda item. It needs to be discussed when all Board Members are present.

13. **Correspondence:** None.

14. Comments from the public (only items not on the agenda):

Joan Hudson commented the lights on the City Station look great. She said at the last election for a Fire District Board member, a candidate who does not live here but owns a residence here was on the ballot. Joan said she does not like that and asked if there is a residency requirement in board policy? She feels the board members need to be someone who lives in this community. Director Rubin said she will look into the policy and report back next meeting.

15. Personnel Policy Manual: This was an added agenda item and will be tabled until next meeting.

16. Minutes: The minutes were moved to the end of the agenda. **Motion: Sacamano moved to accept the minutes of the 3/8/2018 and 3/22/2018 board meetings as presented. Reeves seconded. The motion passed unanimously 3-0.**

17. Adjournment: There being no further business the meeting was adjourned at 19:52.