

**COLESTIN RURAL FIRE DISTRICT
BOARD OF DIRECTORS MEETING
March 10, 2011**

PRESENT: Nancy Ames, Tod Davies, Peggy Moore, Teri Thomas, Cindy Warzyn, Steve Avgeris, Sharron Halvorson, Lisa Buttrey, Chuck Biegert.

ABSENT: None

The meeting was called to order at 6:05 pm.

MINUTES

It was M/S/P (Warzyn/Davies) to approve the minutes of the February meeting as distributed.

TREASURER'S REPORT

Teri provided the group with updated budget figures. We have \$26,205.35 in the checking account and \$30,932.31 in the State Treasurer's account. Teri reported that Tod and Cindy have been added as check signers and Cheri has been removed as a signer. Teri applied for a District credit card and in her name, as Treasurer, and Steve will have the card.

Teri reported that we have about \$1,000 more cash than at this time last year. It appears that we will finish the budget year with some surplus, which is good given that our rental on the water tender and other equipment has been meager this year due to a lack of a fire season.

BUDGET

Sharron and Lisa presented the tentative budget to the Board. Sharron walked us through changes and explained the committee's reasoning for the figures. Sharron pointed out that the committee figured 8% less in revenue than that estimated by the County because of the economy and people unable to pay taxes. She said we probably should count on more than 8% but we'll use this year as an indicator for next in terms of short fall.

The radios and pagers and tires for 44-10 (all on the Chief's wish list) are budgeted. Karen Dwyer's benefit will hopefully raise \$1,000 for the AED. The cost will be between \$1,500 and \$3,000 so Lisa pointed out that they budgeted \$2,000 for the balance of the AED cost. Hopefully, it will be closer to the \$1,500 figure.

Sharron asked if we planned to sell tee shirts this year. The Board thought we should. They can be sold at Stateline and at the community picnic. We need to order large sizes. Sharron also suggested we get some kid sizes.

Lisa mentioned that one suggestion the budget committee had to help with saving money would be to have an individual serve as a kind of mini purchasing agent. That is, the person would research prices on equipment and supplies and provide that information to the Chief for his

decision on where to purchase. This is a function that former Assistant Chief Tim Stewart served in the past and Cheri served in this role as well. At this point in time Steve does not have the time to be doing this. Steve mentioned that Oregon law requires any purchase of \$5,000 or more is subject to receiving at least three bids. Items under that are not. Peggy asked that Steve think about the idea of a purchasing person and perhaps consider some people who might be able to serve.

The budget committee noted that Brian Dwyer has offered his services to build the kiosks. The cost to the district would then be materials only. This is a very generous offer from Brian.

Peggy asked if there were no significant changes to the budget presented by the Budget Committee, the Board could adopt the proposed budget as the tentative budget. It was M/S/P (Thomas/Ames) to adopt the budget as presented. It will be sun shined for at least a month and the final budget will be adopted at the May meeting. Sharron will send Betsy a copy of the tentative budget so it can be posted on the website and copies will be posted at the Fire Station and at the top road.

The Board thanked the Budget Committee for all their work. They do an excellent job presenting a thoughtful budget, keeping in mind equipment needs and the need for reserves.

BOARD POLICY ON REPLACEMENT MEMBERS

Peggy mentioned that at our January meeting, the Board adopted a policy regarding replacements for Board vacancies. During Peggy and Nancy's conversations about Nancy assuming Cheri's position on a temporary basis, the time period was three months (as determined by the policy). Also, Nancy was clear she'd be willing to help out but that it would be a limited time and three months was agreed upon.

At the February meeting, we found that Nancy might be willing to serve a month or two longer. However, we need to adhere to our policy so the original three month term will be the length of Nancy's service.

Peggy suggested that we need, over time, to revisit our by-laws, any policies and create policies and job descriptions. Peggy will check with Special Districts to see if they have some boiler plate policies and documents that might be helpful. Tod said we should do this because we need to prepare for the future and having these in place will be helpful as we engage in those activities.

CHIEF'S REPORT

Steve reported that we received no calls since the last meeting. Steve had a long conversation with Captain Darin Dow of Cal Fire about the format of training. The six sessions will focus mainly on hands on training with the necessary classroom material presented as well.

Steve replaced the tires on 44-40. He noted that the law regarding use is as follows: the date stamped or coded on the tires is not the date that the length of time is in effect as mentioned in

the last minutes. That date becomes operative once the tires are mounted and “on the road.” Steve has recorded both dates for each tire and they are in the files.

44-10 will have its tires done as well.

Steve reported that John Ames has requested that we send a letter to community residents about re-numbering, sequentially, the house addresses in the Valley. Chuck and Teri both pointed out that we have done this in the past any only about two people volunteered to do this.

After discussion the Board agreed that this is not a project that will be well received in the community and it is not something we will pursue at this time.

NEXT MEETING

Since fire training is held on alternate Fridays, the April 8th meeting conflicts with training. As we did with this meeting, we will need to move the meeting date for the Board meeting to April 7th at 6 pm at the Hilt Church.

The Board thanked Secretary Cindy Warzyn for reminding us all, via email, of the date change for this meeting.

It was M/S/P (Davies/Thomas) to adjourn the meeting at 7:25 pm.

Respectfully submitted

Peggy A. Moore