

**COLESTIN RURAL FIRE DISTRICT
BOARD OF DIRECTORS MEETING
February 10, 2017**

PRESENT: Alissa Lipking, Peggy Moore, Teri Thomas, Cindy Warzyn, Steve Avgeris

ABSENT: Pam Haunschild (excused)

ALSO PRESENT: Lisa Buttrey, Karen Dwyer, Sharron Halvorson

The meeting was called to order at 6:05 and a quorum was established.

MINUTES

It was M/S/P (Warzyn/Thomas) to approve the minutes of the December meeting.

TREASURER'S REPORT

Teri emailed the financial report to the Board. We have \$ 9,341.36 in the Checking account and \$ 94,074.98 in the Treasury account. Almost all of the tax revenue due has been sent. Teri has called the county several times in the hopes of understanding why we now receive all the money due us early, even though it may not have yet been collected. Her calls have not been returned.

Teri reported that we are \$11,000 over income that was budgeted for this year.

BUDGET COMMITTEE

The budget committee asked Steve for his "wish list". The total requested for the coming year is \$ 6,780 and includes 2 chain saws, 2 sets of chair saw access, 1200 ft. of 1 and a half inch hose, 1-2 inch portable water pump, one oxygen kit and one BLS kit.

Sharron asked if clothing is needed and if radios are needed. Steve suggested we put in for 2 portable radios and at least one set of clothing. These are difficult to predict since training starts after the budget process has begun.

The target dates are:

March – review of the preliminary budget from the budget committee

April – discuss and approve the preliminary budget (and sunshine it)

May – approve the final budget

June – submit the budget to the state

PLANNING FOR RESOURCES

Steve presented a plan for equipment that he wishes to embark upon. Since speed is of the essence in any of the calls we receive (medical or fire) and during winter months the engines are simply not fast enough, he suggests the following:

44-13 needs work. Rather than spending money on this vehicle Steve is recommending we update and get a used Cal Fire Engine and sell 44-13.

Sell the Chief's pick up and replace it with a "squad" diesel vehicle that can be outfitted to quickly respond to a call. These would run about \$25 -30,000. The Board discussed various scenarios about the plan and related potential changes.

It was M/S/P (Warzyn/Lipking) to purchase a Squad 4 wheel drive diesel for up to \$30,000.

Sharron suggested we put in more insurance money to accommodate the changes.

GENERAL ISSUES

Alissa brought up the fact that there are currently two face book pages that deal with CRFD. The committee and the Board felt this was confusing and one facebook source should be available. She will speak with the two individuals who have these accounts and ask them to work together to offer only one.

The official site for CRFD is its own website.

WHISTLEBLOWER POLICY

Teri provided a sample Whistleblower policy for consideration. SDO requires special district departments to have a whistle blower policy approved by the Board. Compliance with special districts requirements also results in an insurance saving for the District.

The Board agreed that since the sample policy refers to a Director of Human Resources and we don't have one, we substitute the Board Secretary (Alissa) to be the designee for concerns or questions about whistle blowing. It was M/S/P (Warzyn/Thomas) to approve that substitution. Teri will provide a clean copy for the March Board meeting where it will be approved.

COUNTY ROAD

The Road department has received several complaints from residents throughout the county about rural county roads. In our jurisdiction, Steve pointed out there are two problems 1) adequate snow removal practices and plan including a contingency plan when the snow is overwhelming and the current staffing is inadequate.

2) A plan and process for fixing the road so that emergency vehicles and others can drive safely.

Peggy called John Vial, the Director, and requested assistance during the recent storms. The road had to be closed and because of the extreme conditions CRFD went out of service and could not respond to calls during part of that period.

Peggy was instructed to write a letter to John Vial, citing our concerns and inviting him to our next Board meeting on March 17th.

CHIEF'S REPORT

Steve reported that Position 1 (Pam) and Position #2 (Peggy) were up for a four year term in May. There is a March 16th deadline for filing.

Notice of these positions should be posted in the Kiosk in the Valley and at the top road as well as on the website.

Peggy asked about the status of tires in order to be in compliance with the requirement of switching out tires by a certain date. Steve said we are in compliance. He spent under \$1,000 for the replacement tires and we budgeted \$2,000. We are in staggered rotation of the tires on the trucks.

Station 1 suffered some structural damage during the recent storms. Steve consulted Phillip Thomas about what was needed to repair it. Steve Meads was hired to do the work which is completed. The labor was about \$400 and materials are in addition.

COMMUNICATION REQUESTS

Betsy requested she be allowed to purchase an updated list from the county of property owners. It has been four years since this was updated. The Board agreed.

Betsy requested that she run a poster competition for the next kiosk display. The Board would review the submissions and decide on the "winner," who would receive a NOAA weather radio that Betsy will donate. The Board agreed and Karen offered to link a PDF file of the contest and information about it if Betsy will send her the information.

Betsy provided information about an Emergency Preparedness Workshop offered by the Oregon Office of Emergency Management April 11 through the 13th. The conference is free to those involved in these activities but the other expenses would have to be covered.

It seemed to some that it was offered to an audience that was more familiar with these issues and was more complex.

Lisa brought up a conference opportunity in June which has a \$320 conference fee. Steve reviewed the material and said it was aimed more for battalion chiefs and others in those categories.

GRANTS

One of the priorities for grants this year is to support water sources for the valley. In addition, Steve said some of the new vehicle costs might be covered by grants as well.

NEXT MEETING

The next meeting has moved to March 17th (third Friday in the month) to accommodate some schedules.

It was M/S/P (Lipking/Warzyn) to adjourn at 7:45.

Respectfully submitted,

Peggy A. Moore