

COLESTIN RURAL FIRE DISTRICT

BOARD OF DIRECTORS MEETING – March 8, 2019

PRESENT: Pam Haunschild, Peggy Moore, Teri Thomas, Cindy Warzyn, Steve Avgeris, Sharron Halvorson, Karen Dwyer.

ABSENT: Tod Davies (excused)

The meeting was called to order at 6:03 pm and a quorum was established.

MINUTES

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

TREASURER'S REPORT

Teri distributed the report and also handed out hard copies. We have \$1,716.56 in the checking account and \$108,580.15 in the Treasury account. Teri reminded the Board that Worker's Compensation is paid towards the end of the year. All large, normal bills have been paid.

BUDGET

Peggy welcomed Karen and Sharron, two members of the budget committee.

The process has changed due to new state requirements. We need to put these required changes in our policy manual. The new process requires the following:

The Board must select a Budget Officer who must be a member of the Board or the Chief. The Board felt the Chief has enough to do, especially since there is currently no Assistant Chief and the Chief is a beneficiary of the budget decisions, especially in the equipment area. This position is appointed in December. We are a little late but will use the new requirements this year.

The Board must appoint the same number of electors as there are Board members for a three year staggered term. For small districts, the board may appoint three members but a total of 8 members of what are now the Budget Committee (3 electors and five board members) must be present for discussion and approval of the tentative budget.

No work is done prior to the Budget Officer (alone) creates a budget and presents this preliminary budget to the Budget Committee at their first meeting. The Budget Officer must present a "budget message" at that time.

A notice in the local Newspaper (closest to the District in the event that there is no Newspaper put out by anyone in the District) must occur 10 days prior to the first meeting of the Budget Committee. It must also be posted on the website. The meeting is open to the public and public comment will be taken.

The first meeting must be held prior to June and the final meeting where the final budget is approved must be in June. If necessary, other meetings may be held in between the first meeting and the final meeting in June.

At the first committee meeting, it elects a Board member as a Chair.

The actual address of the meetings (Hilt Road) must also be published.

Peggy agreed to serve as the Budget Officer for 2019. It was M/S/P (Haunschild/Warzyn) to appoint Peggy as the Budget Officer for 2019. Pam agreed to assume this role for 2020.

It was M/S/P (Warzyn/Thomas) to appoint Sharron Halverson, Karen Dwyer and Lisa Buttrey as electors for a three year staggered term. The three electors will decide on the staggered terms.

The April meeting will be properly noticed and be the first meeting in the cycle. The Budget Officer will consult with the Chief and any person who has budget responsibility (Betsy, Tod) for items for inclusion in the preliminary budget.

It is legal for the April meeting to be the first meeting and also be the meeting at which a tentative budget is approved. This budget will be sun shined to the community and the June Board meeting will be the meeting at which the final budget is approved for submission, by the Budget Officer to the state, by July 15th.

CHIEF'S REPORT

Steve reported we received four calls since the last meeting. One was a traffic accident, one a vehicle fire, one medical and one Haz Mat.

Steve reported that Cal Fire had to cancel 300 engines that were ordered due to budget difficulties in California. This changes our situation as well. Steve requested that we purchase a used model 5 or model 9 to replace the engine in the Hilt area. 44-12 cost \$6,500. 55-11 which is the shared engine with Cal Fire and resides at Cindy and Drew's was gone from the District, in the peak fire season, due to ownership of the engine by Cal Fire. We need to spend the grant money of \$10,000 by September and this engine would be what we would spend it on.

BOARD ELECTIONS

Steve received notice from the Elections Department in Jackson County that seats 3, 4, 5 are up for election for four year terms. (These seats are held by Teri Thomas, Tod Davies and Cindy Warzyn.) The deadline for filing is March 21st and they paperwork is due in the election office by 5 pm that day. Betsy will post this information on the website.

All three incumbents intend to run for re-election.

PIO REPORT

Tod submitted the PIO report in writing to the Board members.

GRANTS

Pam reported that SCBA's will need to be in the budget. Josephine County submitted the \$20,000 grant which we are a part of.

NEXT MEETING

The next meeting will be Friday, April 12th at 6 pm. The main focus of the meeting will be the budget.

It was M/S/P (Haunschild/Warzyn) to adjourn at 7:25 pm.

Respectfully submitted,

Peggy Moore