

**APPLEGATE VALLEY RFPD #9
BOARD OF DIRECTORS MEETING
April 19, 2017**

BOARD MEETING CALLED TO ORDER

TIME: 6:00 PM

LOCATION: Training Building

ROLL CALL

Craig Amann	<i>President</i>
Sandy Shaffer	<i>Vice-President</i>
Rich Halsted	<i>Secretary/Treasurer</i>
Mike Parker	<i>Board Member</i>

OTHERS PRESENT

<i>Mike McLaughlin</i>	<i>Fire Chief</i>
<i>Chris Wolfard</i>	<i>Operations Chief</i>
<i>Brad Barnes</i>	<i>Division Chief</i>
<i>Tallie Jackson</i>	<i>Office Manager</i>
<i>Mike Kuntz</i>	<i>Captain</i>
<i>Rob Underwood</i>	<i>Volunteer Lieutenant</i>

BUDGET

Carey Chaput
Ted Shaffer
Steve Weaver
Rex Garoutte

ABSENT

Matt Epstein *Budget Committee*
Lori Cooper *Board Member*

Recess Board meeting at 6:01 pm

Reconvened at 7:04 pm

ADDITIONS TO THE AGENDA

Earthquake Alert System

REVIEW MINUTES FROM PREVIOUS MEETING

Review minutes of March 15th meeting. The minutes were reviewed and corrected to add the last name after Chief.

Mike Parker moved to approve the March 15th minutes as corrected .

Sandy Shaffer seconded the motion.

Approved unanimously.

<u>4</u>	<u>0</u>	<u>1</u>
Ayes	Nays	Absent (Cooper)

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FISCAL REPORT

The Disbursement Voucher for March 2017 was presented: the following expenditures were discussed and clarified;

- Brian Peterson – Diesel island catch basin at Station 4
- Grainger – Fuel shut off switch at Station 4
- Western State Design – Extractor for turnouts
- Arco Builders – Contractor for the bathroom remodel project
- Hubbard’s Ace Home Center – Lawn mower and weed trimmer
- Power and Control – LED lighting at HQ

Rich Halsted moved to approve the March 2017 expenditures, in the amount of \$162,987.96

Sandy Shaffer seconded the motion.

Monthly expenditures approved unanimously.

The Financial Report review: Board Members reviewed the financial report as 75% through the Fiscal Year. Expenditures in each category are under 75%.

STAFF REPORT

General:

Operations

Chief McLaughlin highlighted the case review training with Dr. Rostykus. The case review included updates to EMS Standing Orders. 4 hours of interaction with Dr. Rostykus is required annually for recertification.

Tallie Jackson thanked the Board for the opportunity to attend the WUI Conference. It was a great opportunity to expand her knowledge in Firewise Communities.

New Permits – Chief conducted 10 fire safety inspections for the month.

Alarms – 3 vehicle MVC on Highway 238. Most of the calls to assist physically disable was to one resident. Resident has declined to being referred to Mercy Flights for assistance.

OLD BUSINESS

Union Contract

Sandy Shaffer moved to have Craig Amann sign the Union Contract as presented.

Rich Halsted seconded the motion.

Motion carries as follows:

<u>4</u>	<u>0</u>	<u>1</u>
Ayes	Nays	Absent (Cooper)

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NEW BUSINESS

Workers Comp. Resolution

SDAO sent out a work compensation packet for review. Within the materials, SDAO is requiring a resolution to extend coverage to Volunteers and Board Members.

Sandy Shaffer moved extend workers compensation to the Volunteers and Board Members per Resolution 2016/2017-05.

Mike Parker seconded the motion.

Motion carries as follows:

<u>4</u>	<u>0</u>	<u>1</u>
Ayes	Nays	Absent (Cooper)

Station 5 & 7 Rent

Craig Amann inquired how the rent at Station 5 and 7 were set. Chief McLaughlin explained that the rent was discounted to \$450 at Station 5 and \$250 at Station 7 if the volunteers participated in drills, alarms and cleaning of their station. The rent amount was established before each of the tenants moved in. Chief McLaughlin stated he doesn't foresee an increase in the near future. Rich Halsted inquired about free rent for the volunteers. Chief McLaughlin spoke to SDAO legal and the IRS about free housing. Both agencies warned the District that the rent would then become a fringe benefit. Fringe benefits have to be taxed at the current market value and the renters would then receive a 1099 at the end of the year for that amount.

Rich Halsted moved to lower the rent at Station 5 and 7 to the lowest legal limit before becoming a fringe benefit.

Motion failed due to lack of second.

Earthquake

Pacific NW Seismic Network would like to install an earthquake pre-alert system at headquarters. The station would be set under the deck of headquarters. The alert system will give a 5 minute notice before seismic activity occurring in the area. The system will need power and internet. The agency is investigating getting a separate power meter and internet source. The Board directed Chief McLaughlin to get a inter agency agreement before going through with the project.

ANNOUNCEMENTS / Good of the Order

Rich Halsted presented Tallie Jackson with a signed picture from Mrs. Halsted's class. The picture was taken when Applegate School visited the fire station.

Chief Wolfard gave an update on the grants that we have applied for:

SDAO – Applied for a \$3000 grant to assist with the cost of an intern.

VFA – Applied for a \$10,000 grant for wildland equipment.

Cheney Foundation – Chief Wolfard and Kaleb Lowe are meeting with trustees tomorrow for a grant to start a drone program.

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West Family – Chief Wolfard was informed that the grant for 3 mobile repeaters has past the initial review and results will be in at the end of May.

ADJOURNMENT

The Board meeting was adjourned at 8:24 pm

The next Board meeting will be held Wednesday – May 17th, 6 pm @ **Training Bldg.**

Minutes Submitted by Tallie Jackson
Office Manager

Approved By:



Board President, Craig Amann



Date