

**APPLEGATE VALLEY RFPD #9
BOARD OF DIRECTORS MEETING
March 16, 2016**

BOARD MEETING CALLED TO ORDER

TIME: 6:02PM

LOCATION:COMMUNITY BUILDING

ROLL CALL

Craig Amann *Vice-President*
Sandy Shaffer *Secretary / Treasurer*
Bob Ettner *Board Member*
Rich Halsted *Board Member*

ABSENT

Ed Temple *President*

OTHERS PRESENT

Brett Fillis *Fire Chief- current*
Mike McLaughlin *Fire Chief – effective 3/29/16*
Chris Wolfard *Operations Chief*
Carey Chaput *Office Manager*
Brad Barnes *Division Chief*
Daniel Boyajian *Volunteer Association*
Mike Parker *Budget Committee*
Matt Epstein *Budget Committee*
Sue Olson *Budget Committee*
Steve Weaver *Resident*
Ted Shaffer *Resident*

SPEAKERS AND GUESTS

None

ESTABLISH A QUORUM & SELECT BUDGET COMMITTEE MEMBERS

Craig Amann, commenced nominations for the open positions on the Budget Committee.

Sandy Shaffer nominated Steve Weaver to fill position 1 of the Budget Committee.

Bob Ettner seconded the motion.

Approved unanimously.

Sandy Shaffer nominated Ted Shaffer to fill position 4 of the Budget Committee.

Bob Ettner seconded the motion.

Approved unanimously.

Craig welcomed Steve and Ted, as new members to the Budget Committee.

RECESS BOARD MEETING AT 6:07 PM. FOR BUDGET MEETING

RECONVENE FOLLOWING BUDGET MEETING AT 7:20 PM.

ADDITIONS TO THE AGENDA

None

APPROVAL OF MINUTES

Review minutes of Feb. 17, 2016 meeting. The minutes were reviewed and discussed. The minutes were approved as written.

Sandy Shaffer moved to approve the Feb. 17, 2016 minutes.

Bob Ettner seconded the motion.

Approved unanimously.

AVRFD #9 Board Meeting Minutes for March 16, 2016

FISCAL REPORT

The Disbursement Voucher for February 2016 was presented: Members discussed the disbursement to Acoustical Solutions for the sound buffering equipment, installed in the Community Building. They also discussed the returned security deposit for Brad Kush who had rented the Sta. 5 mobile, and left it in very good shape at the termination of the rental agreement. The trees were purchased and planted as for the landscape buffer zone next to the training building..

Rich Halsted moved to approve the expenditures, as presented, in the amount of \$83,872.38

Bob Ettner seconded the motion.

Monthly expenditures approved unanimously.

The Financial Report review: Board Members reviewed the financial report as through 66% of the Fiscal Year.

STAFF REPORT

Training, Maintenance and Alarms : Brett gave his final review for training and staff activities for the month. He highlighted Pumping Evolutions, the EMS – Case Review and Team Building exercise for combined training and Operational Readiness for battalion style training. He covered the in-house maintenance and repairs on various apparatus.

The updated Alarm Report was reviewed with the suggested formatting changes. 43 alarms are reported for February.

General:

- Fuel Reduction activity has increased, including a coordinated effort with ODF for the first Firewise Community in Applegate, on Griffin Lane.
- New Development Permits – 1 Home, 2 Additions, and 1 AG Building.
- Recruiting – We are up to six candidates. Planning to hold the Firefighter Academy March – May.
- Catastrophic Emergency Planning – Funds have been incorporated into the proposed budget to improve emergency power at Headquarters, the Community Building and Station 1.
- Community Building –Sound barrier banners have been installed in the meeting room, making quite a difference. A new sink has also been installed in the kitchen

OLD BUSINESS

Facility Use Agreement The updated policy was reviewed, as a second reading. No further changes or discussions. The policy was accepted as written.

Rich Halsted moved to approve Policy 10.5, Public Use of District Facilities.

Sandy Shaffer seconded the motion to approve.

Policy 10.5 was approved unanimously, as written.

NEW BUSINESS

Resolution Authorizing Fiscal Officer: Board members reviewed the Fiscal Agreement to incorporate the change in fiscal officer from Brett Fillis to Mike McLaughlin, effective 3/29/2016 @ 1700.

Rich Halsted move to approve Resolution 2015/2016-02, Authorizing Fiscal Year Financial Policies.

Bob Ettner seconded the motion to approve.

Resolution 2015/2016-02 was approved unanimously.

ANNOUNCEMENTS / Good of the Order

The Board Thanked Brett for all his years of service & wished him the best in his retirement.

Mike McLaughlin thanked everyone for making him and his family feel so welcome at the Awards Banquet.

ADJOURNMENT

The Board meeting was adjourned at 8:06pm . The next Board meeting will be held on Wed. April 20th, 6 pm in the Training Building in conjunction with the second Budget Meeting.