

PUBLIC MEETING MINUTES SEPTEMBER 25, 2013

Meeting called to order by President Bob Russell at 6:01 pm

Pledge of Allegiance

No invocation given

Roll Call: Board Members: Rise Briggs, Kent Little, George Kuntz, Bob Russell

Fire Chief: Steve Rhodes

All present

Approval of last week's minutes - with correction to add Kent as a signer on the Debit Card and needs to be listed on the Official Minutes, per requirement of Credit Union.

OLD BUSINESS:

Bob requested that the minutes be out to the Board members at least 48 hours prior to meetings to give everyone a chance to peruse and make corrections, if necessary. Also, the minutes need to be produced in a format that all members can read/open them (ie. .rtf or .doc or .txt). Jerry Harris warned against using a .pdf format, as it is almost impossible to edit. Jerry Harris suggested people download and use Libre Office, which is a free program, that could read most files.

Discussion on the newsletter: agreed that it will be ready for mailing by next meeting. Kent Little suggested using the folding apparatus at DC Co-Op, but the configuration of the pages will need to be hand-done. Karen Matney suggested everyone meet to do this - Board was in consensus. Kent Little was assigned to purchasing the stamps, and a check was issued for \$276 to cover the purchase of six (6) rolls.

George Kuntz was assigned the task of contacting Jeff Doty to get the mailing labels for the addresses in the District. Rise Briggs was assigned the job of contacting Staples to find out costs of printing - and cost of sticky labels to seal the newsletters for mailing. Using staples (not the business) to close the newsletters might interfere with the Post Office machinations.

Rise is also going to format the newsletter with the logo.

Rise gave her report on the fire hydrant issue. Steve Rhodes will look into what to do with the red hydrant that is now out front, as it is not legal to have it as a memorial, and not as a functioning hydrant. Rise is also looking into an estimate to getting a "real" hydrant, and will contact Chuck Caylor and UBW for further information. Chuck already quoted \$1800 for the hydrant, itself - but that does not include installation, etc.

Jerry Harris suggested changing the wording on #2 of the Fiduciary Policies. Bob Russell suggested that the Board establish the definition of "Equipment" as:

Equipment shall be defined as any item used by a firefighter, any fire or emergency vehicle, any item on a fire or emergency vehicle, any item used in training. Exceptions

are: consumable/expendable items such as oxygen, fuel, paper goods, medical supplies, etc.

Bob read the Fiduciary Policies. Kent Little was concerned about #7. Discussion followed, wherein Bob explained that by having a line item, it leaves it open for any amount to be spent; but it was agreed to cross out the last part. #10 has a light change of "unless otherwise designated." Rise will prepare them for next week's meeting and approval.

CHIEF'S REPORT:

Steve said he is acquiring more information to be placed on the website. He also attended the Future Earthquake (Cascadia) seminar, and said that there is a web page (The Great Oregon Shake-Out) coming in October. Mark Briggs said all levels of government (County) workers are required to participate on the time/date at 10:17 a.m. on October 17....such as take cover, if in a building - or pull off the road, if driving. The information has been posted online at various site at **www.shakeout.org/oregon**.

The final report from the grant is in, and L&N had the best bid. The turn-outs are coming in.

Steve has also ordered fire-prevention hand-outs for the students at Lookingglass Elementary School. Some items include pencils with our logo/name on them.

The survey has been postponed.
Keith Williams is recuperating.

TREASURER'S REPORT:

No bills to pay. Only the check for the stamps was made out, signed by Kent and Rise.

Bob explained to Steve (and others) that the reason the Volunteer Fire Dept. information was given out, was because the account has the same Tax ID number as the District - and that needs to be corrected.
The Debit Card is under the District's Tax ID number, and should be.

Carol Kuntz said she would correct the minutes so Bob can take the information to the Credit Union and close the safe deposit box, and Kent can become the other signature on the Debit Card.

NEW BUSINESS:

Both laptop computers are now at the Fire Station. It was discussed that in the future, whenever someone needed to take one home, it would be logged out, so everyone would know where it was. One laptop does not work (obsolete) and Steve was asked if

it needed to be replaced. He said the other one was ok - except the batteries are dead (?). Rise asked if the Ray-o-Vac batteries purchased from Batteries Plus were located yet. No.

COMMUNICATIONS:

Response letter from Neuner, Davidson, and Cooley, LLC. Further correspondence is needed. There still needs to be an explanation of the costs charged to the District. Rise will formulate another letter.

11 a. of The Agenda is getting done, according to Steve. Tree limbs and impassable driveways are a big problem. Rise asked if there was some program that could help with the elderly or low-income....Steve would look into it further.

Equipment analysis is done. ISO standards are still pending. Vehicle inventories are almost finished, and when the last vehicle is finished, Steve will put the .pdf on the computer with the others. Also, update some of their lists. George is finishing the typing on the inventory for next week's approval.

Kent asked Jerry about having a hit counter on the website.

GOOD OF THE ORDER:

Steve mentioned that DFPA said Fire Season ended the night of September 24. Burn restrictions have been lifted.

Rise moved to adjourn. George seconded. Meeting was adjourned at 7:33 p.m.