



## **Lookingglass Rural Fire District**

### **Regular Business Meeting Minutes**

April 8, 2015

Came to Order at 7:02 p.m.

Pledge of Allegiance; No invocation

Roll Call: ✓George Kuntz; Hank Mast (Absent); ✓Bill Starns; ✓Rise Briggs; ✓Robert Nobriga; ✓Fire Chief, Steve Rhodes

Someone asked if the minutes would be available - Rise explained that at least 5 copies would be placed in the box outside the Station after the meeting.

Robert made a motion to approve the minutes of February 11 and March 11, 2015, respectively. Bill - 2<sup>nd</sup>. Passed with all Ayes.

#### **Treasurer's Report:**

Bill read the report from Wheeler - amounts in all accounts, and the bill totals. Robert asked about what the credit is on the accounts we pay annually (UBW, Douglas Electric, etc.). Bill said there was no money owing; but the reckoning will probably be in June. Rise had a question about a bill from Steve Tuchscherer. George said he had spoken to Steve in January and was told there was not going to be a bill to LRFD. Robert said he would speak to him; and that bill will be held back at this time. Robert made a motion to pay the rest of the bills; Rise - 2<sup>nd</sup>. Passed with all Ayes.

Rise spoke briefly about the ongoing Credit Card issue. She said Bill needs to ask Wheeler if they can make out Balance Sheets, since that is what Umpqua Bank is requesting now. Bill will see to that after April 15th - as this is Wheeler's busiest time of the year. Bill will also ask Wheeler to see if QuickBooks can be updated.

No Old Business

#### **Communications Officer's Report:**

Since Hank was absent, Rise did the First Reading of the Webpage Policy. Jerry Harris had a few comments and corrections. Carol Heard also noticed a Typo. Jerry asked if a Draft of this policy could be placed on the Website. Robert made a motion to approve that; Bill - 2<sup>nd</sup>. Passed with all Ayes.

Chief's Report:

Steve Rhodes commended Bob Banks on a good job handling a HazMat call.

The Clean-Up Day and Parade is coming up the first weekend in May.

Steve also commented favorably on Industrial Tire for fixing a flat tire on 1061 (for free).

George and Rise asked about the vehicles being considered for replacing an older rig. Steve will provide more information on that.

There were three bids on pest control; the Board decided to go with Exodus out of Winston. Rise made a motion to approve them; Bill - 2<sup>nd</sup>. Passed with all Ayes.

The painting of the Fire Station is still scheduled for May.

New Business:

Steve presented a preliminary Budget. A Budget Officer was to be appointed...Robert made a motion to appoint Bill; Rise - 2<sup>nd</sup>. Passed with all Ayes.

The first Budget Committee Meeting will be April 27, 2015 at 7:00 p.m. at the Fire Station.

Jerry Harris suggested that the Microsoft Office Program be placed on the new computer; but now it's a yearly fee. Someone also said that the Online Version might be cheaper to rent. Robert asked Jerry if he could help Steve in this matter. Rise asked Steve how soon he needed it for the Budget.

Jerry volunteered to work with Board Members to go over emails and logins and passwords, etc. He can work with two at a time, so there is no quorum.

The SDAO Contract has ended - there will be no fee.

Jerry asked who will send the Budget Meeting Notice to him for the Webpage. Bill will do that. Rise said she would work with Jerry to get the Agenda and Meeting Minutes on the Webpage.

Robert said the next Regular meeting will be May 13, 2015.

Rise made a motion to adjourn; Bill - 2<sup>nd</sup>. Passed - all Ayes. Adjourned at 8:22 p.m.

Approved this \_\_\_\_\_ of \_\_\_\_\_, 2015.

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Secretary