

Mosier Fire District Board Meeting

Thursday, June 13 2024 following the Budget Hearing at 6 pm
Held as in-person and Zoom Meeting

Attendance

Board Members: Carol Goter, Kris McNall, Rob Miller, Todd Reeves

Staff: Chief Michael Carlson

Call to order 1826 by Todd Reeves

Agenda additions or corrections: Goter wishes to add two items, follow-up on MOU to be added to the JUF item, and follow-up on getting clarification from George Dunkel at SDAO regarding public meeting law. Reeves requested deferring the public meeting clarification until next meeting, after he's had a chance to speak with Mr. Dunkel. McNall requested deferring discussion of Financial Commitments (Agenda item 3.a.) until all board members are present. It will go on the next meeting's agenda. McNall requested adding Board Member Miller as a checking account signer to this agenda.

Comments from the public: None

Consent agenda - McNall requested clarification and corrections to the April and May Budget minutes and May Board minutes regarding Gisvold Fund, seasonal firefighters, and the annual process of making a motion to approve of the budget. Goter will correct.

McNall made a **motion** to approve minutes (with corrections) and the bills. Seconded by Reeves. Approved by Goter, McNall, Reeves, and Miller.

Business:

- 1. Volunteer Report:** None. Goter asked if Volunteers were aware that they could attend meetings and offer comments. Chief Carlson will let them know that this opportunity exists if they want it.
- 2. Board - Board Representative to July Drill:** Rubin was suggested as the other board members had recently attended. Goter gave brief report of the Wildland Training she observed at a June drill.

3. Financials

Reeves corrected a account classification for one of the bills.

3.a.1. Motion made by McNall to remove Steve Fisher's check signing authority and add Rob Miller to check signers. Seconded by Goter. Discussion: McNall will find out when Miller needs to go to the bank, and reminded all other board members that they will need to go to the bank as well to sign new forms. Approved by Goter, McNall, Reeves, and Miller.

3.b. Discussion of bill review procedures: Discussed whether we should continue to have bills reviewed by all board members or assign one board member each month to

review the bills. Board member Miller had suggested trialing this in the interest of ensuring that the bills were indeed reviewed. McNall reviewed our current process which is making sure that bills are categorized and that expenditures come out of the correct fund. This will come up when we have less routine expenses, such as vehicle replacement or JUF expenses, for which there are specific funds that those expenses must come out of. She also suggested that when we get income, a note is added to the cover sheet specifying that it's income. After further discussion, it was decided that we would continue with our current process and it would be the entire board's responsibility to review the bills.

Chief added that the cover sheets are color-coded: Deposits are in green and payments are in red. Chief has made the bookkeepers aware of this. McNall stated this would suffice in differentiating between the two.

- 4. JUF Update:** Chief reported that as of this date, the next JUF meeting had not been posted. The bids are to be received by 7/2/24. He expects that there will be a meeting scheduled shortly after that. Chief Carlson informed the Board that the entire May 22, 2024, public hearing on the JUF is posted on the MFD website. Reeves encouraged all board members to look at it. Chief Carlson said that the Mayor has suggested to him and Reeves that it would be good to be looking for a mobile office so that the City could sell the current property. It was understood that this request applied to the office space only. Chief Carlson is checking prices on office trailers and portable classrooms, and considering their future use (after construction of the JUF). Location would possibly to be at Station 12.

Reeves asked for details about upgrades to Station 12 because if needed, he sometimes hears about available fill. Chief Carlson is in communication with County Commissioner Hege to get assistance with making changes to the Station 12 exit. Depending on that, additional fill may not be needed. Chief Carlson is looking at two possibilities regarding the Station 12 upgrade: Enlarging the current building or adding a separate building.

MOU Status: Since the last meeting, Chief Carlson requested feedback from MFD board on the MOU revisions made by MFD attorneys. He's organized those and distributed to the board. Discussion continued regarding concerns over how expenses will be assigned between MFD and City of Mosier. There was further discussion about creating a smaller committee to go over the details. Decision that initially Miller and Chief Carlson will get together; if needed, McNall could contribute, and after they've reviewed/revised the most recent MOU, the Board can have a public meeting to present to the public and the rest of the Board. The Board can then take some time to review it prior to getting back to the City.

Reeves revived the idea of the project getting an "owner's representative" after construction begins to assure MFD and City interests are served by the contractor. Reeves referenced an email from the City Manager providing feedback from USDA that they did not approve of how the project has moved forward to this date. The email from the USDA said, "... in order to use the CM/CG method of construction, it has to be approved by our national office...I have attached a checklist of items that will be needed in order to review and approve..." Chief Carlson found an IGA from 2018.

- 5. Chief's report:** We had 16 calls in May, about 2/3 were EMS, which comports with national standards. One call was unstaffed. Reviewed vehicle status. Continuing to

work with FEMA to get reimbursement for weather-related damage to our vehicles. Volunteer Maggie Goter leaving, but three new volunteers are on board. Starting 6/21/24, Chief's hours will be noon to 8 pm, Monday – Friday, through the fire season.

6. Correspondence – Reeves read an email from City Manager Jayme Bennett expressing her appreciation for assistance from MFD with the temporary water tank at the newly planted T intersection across from the school.

Comments from the public - none.

Entered Executive Session at 1955:

EXECUTIVE SESSION: Vensel Road Annexation (IAW ORS 192.660(2)(f) To Consider information or records that are exempt by law from public inspection.

Reconvene after Executive Session at 2021:

No action taken during Executive Session. Continuing on the Vensel Road annexation process.

Meeting adjourned at 2021.