

EVANS VALLEY FIRE DISTRICT # 6
BOARD OF DIRECTORS
REGULAR MEETING

Minutes of November 8, 2007

1. The meeting was called to Order by Vice Chairman Dennis Feeley at 6:30 P. M.
2. Roll Call: Keith Lynn, Tony Strickland, Larry Tuttle, Dennis Feeley and Chief Bill Fuller were present. Leslie Brooks was absent.
3. Consent of Agenda: It was moved by Tony Strickland and seconded by Keith Lynn that the Agenda be approved. Several citizens from May Creek were in attendance and wished to address the Board; they were added to the Agenda under Communications. The motion passed unanimously.
4. Approval of the Minutes of the October 11, 2007 Board Meeting: It was moved by Tony Strickland and seconded by Keith Lynn that the minutes of the October 11, 2007 Board Meeting be approved. The motion passed unanimously.
5. Financial Report by Jackie Smedegaard. It was moved by Keith Lynn and seconded by Tony Strickland that the Financial Report for October 9 through November 5, 2007 be approved. The motion passed unanimously.
6. Communications: Mary Wacker, a May Creek resident, addressed the Board with her concerns and questions regarding a recent illegal, escaped open burn. Jackson County Health Department (JCHD) and Department of Environmental Quality (DEQ) require a fire report, had one been filed? Yes one has been filed. Is the District compensated for responding on illegal burns? No we are not. Chief Fuller stated that DEQ no longer handles illegal burns and that JCHD is now responsible for this issue. Daniel Hough of JCHD cited the resident who started this particular illegal burn to court. He will be taking all reports of illegal burns from now on. Chief Fuller explained that illegal burns outside of fire season are non-emergent calls and the District does not have the resources to respond to every illegal burn which does not present a fire hazard. Marcia Basford inquired if there were preventative measures residents could take, such as keeping a closer eye on illegal burning and what else could be done. Chief Fuller suggested approaching the Jackson County Commissioners with their concerns; the Commissioners developed the air quality no-burning policy. Mary Wacker talked about reporting illegal burns to Jackson County. Chief Fuller stated that all illegal burns should be reported to JCHD. William Eaton said he appreciated the services of the Fire District; he called Chief Fuller for recommendations and the two of them did a walk through on his property.

Richard Brewster, CPA, PC (Audit Presentation): Richard Brewster distributed the Audit Report for the year ended June 30, 2007 as well as an Overview, his recommendations (see attached) and a statement concerning internal controls. Discussion followed about how to properly budget for and spend funds from grants. Also written policies for internal controls must be developed and implemented by the District. These controls are largely in effect now, but must be documented. Chief Fuller has a check list and will be looking for policies from Districts similar to ours which we can adapt and adopt. Mr. Brewster stated that certain "mildly offensive language" contained in his recommendations is required by law when a full audit is

conducted, but that the District is basically doing a good job collecting, spending and accounting for its funds.

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November 8, 2007 – Continued.

7. OLD BUSINESS:

- A. Water Tank Project Update: Keith Lynn reported that the flapper valve on the pump has been repaired and reinstalled and that the pump has been reattached. Larry Tuttle reported that the pump house structure is under construction – the walls are up. Chief Fuller said that the discharge manifold will be fabricated shortly.
- B. Grange Property Status; Chief Fuller reported the transfer is 100% complete and that the property on which the old fire station sits is now in the District's name. He's going to arrange a ceremony and press release. The Auxiliary is planning to paint the interior.

8. NEW BUSINESS:

- A. Wilson-Heirgood Insurance (2008 Property/Casualty Renewal Policy): Chief Fuller talked about issues with the appraisal which values the District's buildings and other property. He consulted with several local building contractors who are familiar with the costs of building structures such as ours. These costs ranged from \$100 to \$140 per square foot. Discussion followed about appropriate costs/sq. ft. on each structure and overall confidence in the appraisal. Chief Fuller will look into the rate per thousand dollar valuation and also ask Wilson-Heirgood to reconsider the appraised values.

9. Chief's Report: (see attached)

- 10. Good of the Order: Chief Fuller reported on our grant application to FEMA for a new brush engine. While we haven't been officially notified that we have been awarded the grant, FEMA's online Portal shows the grant to the District has been funded in the amount of \$72,000. We're looking at a Ford F-550 diesel, four-wheel drive chassis with a service body. A slip-in 400 gallon tank with pump and plumbing and lighting will complete the engine. The Auxiliary will contribute the 5% matching funds. Chief Fuller presented a Newsletter and new brochure to be distributed to District residents. Also, the Auxiliary is now tracking hours of volunteer office help and services provided. Dennis Feeley confirmed the schedule of the Flu Shot Clinic for November 10 from 9:00 AM to 1:00 PM. He said that the Auxiliary netted \$633 from last month's Spaghetti Feed. The Covered Bridge Committee is asking for help painting lumber to be used on the new covered bridge. The Christmas Party will be December 15.

- 11. Adjournment: Keith Lynn moved that the meeting be adjourned. Tony Strickland seconded the motion which passed unanimously. The meeting was adjourned at 8:20 PM.

Larry Tuttle
Secretary

Next Regular Meeting: ----- December 13, 2007 at 6:30 PM