

EVANS VALLEY FIRE DISTRICT # 6
BOARD OF DIRECTORS
REGULAR MEETING

Minutes of December 10, 2009

1. The meeting was called to Order by Board Chair Les Brooks at 6:32 P. M.
2. Roll Call: Les Brooks, Keith Lynn, Tony Strickland, Larry Tuttle, Dennis Feeley and Chief Bill Fuller were present.
3. Consent of Agenda: It was moved by Keith Lynn and seconded by Dennis Feeley that the Agenda be approved. The motion passed unanimously.
4. Approval of the Minutes of the November 12, 2009 Board Meeting: It was moved by Keith Lynn and seconded by Tony Strickland that the minutes of the November 12, 2009 Board Meeting be approved. The motion passed unanimously.
5. Financial Report by Jackie Smedegaard. It was moved by Tony Strickland and seconded by Keith Lynn that the Financial Report for November 9 to December 7, 2009 be approved. The motion passed unanimously.
6. Communications: SORC Report – No SORC meeting in December; No other communications
7. OLD BUSINESS:
 - A. Surplus Water Tank Update: Keith Lynn reported that Jackson County doesn't require permits for the proposed water tank installation but does want to see what's going into the ground for stability issues. Chief Fuller will seek consultation from an engineer regarding the placing the tank above ground. Keith Lynn reviewed the project with regard to area and landowners involved and whether to locate the tank up on the hill or lower down on a circular drive.
 - B. Resident Volunteer Program: Larry Tuttle reviewed ideas for one or more resident volunteers housed in a mobile home behind the fire station. Included in the discussion were possible modifications to the existing sleeper quarters. Tony Strickland suggested that the dorm could be walled off into two separate sleep quarters. There would be fewer issues with permits and expenses this way. Larry suggested that we look to appoint a sub-committee in January. Tony Strickland stated he was interested in working on this. Short discussion about facilities.
 - C. Create/Modify Board Policies: Larry Tuttle reviewed what Special Districts Association of Oregon wants Fire Districts to have in the way of policies and information. Larry distributed copies of ORS 198 (governing and regulating special districts in Oregon), ORS 478 (governing and regulating rural fire districts in Oregon) and Oregon Government Ethics Law – A Guide for Public Officials. Larry then reviewed new policies which the Fire District needs to formally adopt. Included are Policies on: The Board of Directors (Chapter 9), Legal Counsel, Sexual Harassment (sSec. 8.82), Non-Discrimination (Sec. 8.83), Violence in the Workplace (Sec. 8.84) and a revised policy on Vehicle Operations and Accident Reporting (Sec. 8.14). Tony Strickland addressed a question regarding the Policy for the Board of Directors concerning the appointment of District officers (Board Chair, Board Vice-Chair and Secretary/Treasurer). The consensus of the Board was to include these details at a later date. Larry Tuttle moved to adopt six (6) Policies on: The Board of Directors, Legal Counsel, Sexual Harassment, Non-Discrimination, Violence in the Workplace and Vehicle Operations and Accident Reporting. Tony Strickland seconded the motion which passed unanimously.

EVANS VALLEY FIRE DISTRICT # 6 BOARD OF DIRECTORS MEETING
December 10, 2009 – Continued.

D. Lieutenant Employee Agreement (Executive Session per ORS 192.660(1) (i): Open meeting closed and into executive session at 7:34 PM. Out of executive session and back into open meeting at 7:55. Tony Strickland moved to approve the Letter of Employment and Job Description with changes. Dennis Feeley seconded the motion which passed unanimously.

8. NEW BUSINESS:

A. Resolution 09-03/Transfer of Funds: Chief Fuller reviewed the issue of being required to annually test all of our hose and the lack of personnel to do this in 2009. He'd arranged to have all of the estimated 10,000 feet of fire hose tested. 14,000 feet of hose was tested and the bill came to \$3717.00. Discussion followed about testing the hose in-house vs. by an independent contractor. Consensus was to try to do this in-house, but keep options open for it to be done by a contractor. Keith Lynn moved to adopt Resolution 09-03 transferring \$3717.00 from line item #5401, Operating Contingency, to line item #5203, Vehicle Repair & Maintenance. Tony Strickland seconded the motion which passed unanimously.

B. Policy Revision Approval: Chief Fuller reviewed some policy changes which came about from the OSHA Consultation earlier in the year. Included are an Organizational Statement (sec. 8.78), a new Exposure Control Plan (sec. 8.78) and a new Hazardous Communication Policy (sec. 8.85). Tony Strickland moved to adopt SOG Polices 8.78, 8.79 and 8.85. Dennis Feeley seconded the motion which passed unanimously.

C. Outdoor Exercise Equipment (Bob Phillips): Bob Phillips reviewed the proposal he put before the Board in November to allow outdoor exercise equipment to be installed on District property. Linda Hugel, principal of North Valley High School in Merlin, made some very positive statements regarding the 11 pieces of equipment which have been installed at North Valley HS. The equipment comes pre-assembled from Europe; is of excellent quality; the biggest issue was shipping which required an entire container and \$1600 in expense. Cost for the equipment was about \$11,000. Linda will be willing to help look for grant money to pay for equipment to be installed at Evans Valley. Chief Fuller reiterated that no District funds would be used for this project. The District would only be responsible for the location (by the road, near the read-a-board sign), inspection and lighting (flood light off the station). Dennis Feeley moved to accept this idea and pursue acquisition and installation with Linda Hugel to coordinate funding. Keith Lynn seconded the motion which passed unanimously.

9. Chief's Report: (see attached)

10. Good of the Order: Bob Phillips stated that someone from the District would need to coordinate with Linda Hugel regarding the exercise equipment.

11. Adjournment: Dennis Feeley moved that the meeting be adjourned. Keith Lynn seconded the motion which passed unanimously. The meeting was adjourned at 8:31 PM.

Larry Tuttle
Secretary

Next Regular Meeting: _____ January 14, 2010 at 6:30 PM