

**EVANS VALLEY FIRE DISTRICT # 6
BOARD OF DIRECTORS
REGULAR MEETING**

Minutes of October 11, 2018

1. The meeting was called to Order by Board Chair Keith Lynn at 6:30 P. M.
2. Roll Call: Keith Lynn, Dennis Feeley, Larry Tuttle, Captain Crume and Chief Fuller were present. Dale TenBroeck and Sherill Boots were absent.
3. Consent of Agenda: It was moved by Dennis Feeley and seconded by Larry Tuttle that the Agenda be approved. The motion passed unanimously.
4. Approval of the Minutes of the September 13, 2018 Regular Board Meeting. It was moved by Dennis Feeley and seconded by Larry Tuttle that the minutes of the September 13, 2018 Regular Board Meeting be approved. The motion passed unanimously.
5. Financial Reports by Jackie Smedegaard: September 6 to October 5, 2018. It was moved by Dennis Feeley and seconded by Larry Tuttle that the Financial Reports for September 6 to October 5, 2018 be approved. The motion passed unanimously.
6. Communications: ECSO Report (Sherill Boots): None
7. OLD BUSINESS:
 - A. Financial Audit/Update: Auditor Rick Brewster presented the District's Audit Report for the year ended June 30, 2018. No significant deficiencies or material weaknesses were noted. Two deficiencies were noted; neither were of a critical nature; and will be addressed soon.
 - B. Surplus Fire Engine For Sale: The brakes have been repaired (needed to be bled) and the batteries charged up. Accessories have been removed and the engine is ready to be listed for sale.
8. NEW BUSINESS:
 - A. PERS Unused Sick Leave Policy: Chief Fuller explained the computation of sick leave calculations. He asked the Board if we want to look into this matter. Consensus was that we do.
 - B. SDIS Preventive Maintenance Policy: SDIS (Special Districts Insurance Services) suggests a Preventive Maintenance Policy with monthly check sheets. A 2% discount on the District's insurance premiums is offered to encourage compliance with this suggestion. A sample policy is also available. Captain Crume offered to oversee this and Larry Tuttle will assist.
 - C. Financial Management Policy: Rick Brewster made the case for a formal Financial Management Policy. He sent an example which is quite complex. A framework for this policy will be written during the hand-off of the Chief position.
 - D. National Fire Academy *New Fire Chief* class. Captain Crume reported that the National Fire Academy is presenting a *New Fire Chief* class on January 6-11, 2019 and May 19-24, 2019. All class fees and air fare is paid for. Captain Crume would like to attend the May session. Consensus was that he take advantage of this opportunity.

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October 11, 2018 – Continued.

9. Chief's Report and Training Officer's Report (see attached): Chief Fuller presented the Chief's Report and Captain Crume presented the Training Officer's Report.
10. Good of the Order:
 - Auxiliary Meeting Date: First Monday of each month.
 - Association Meeting Date: First Tuesday of each month
 - Captain Crume announced that there will be an open house this coming Saturday – spread the word.
11. Adjournment: Dennis Feeley moved that the meeting be adjourned. The meeting was adjourned at 7:23 PM.

Larry Tuttle
Secretary

Next Regular Meeting: November 8, 2018 at 6:30 PM