

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

Minutes of February 10, 2022

1. The meeting was called to Order by Board Chair Larry Tuttle at 6:29 PM.
2. Roll Call: Larry Tuttle, Patricia Ott, Kathryn Henning, Dale Ten Broeck, Heather Friend and Chief Crume were present.
3. Consent of Agenda: It was moved by Kathryn Henning and seconded by Patricia Ott that the Agenda be approved. The motion passed unanimously.
4. A. Approval of the Minutes of the January 13, 2022 Regular Board Meeting: It was moved by Dale Ten Broeck and seconded by Patricia Ott that the minutes of the January 13, 2022 Regular Board Meeting be approved. The motion passed unanimously.
5. Financial Reports by Jackie Smedegaard:
 - A. January 8, 2022 to February 4, 2022. It was moved by Dale Ten Broeck and seconded by Patricia Ott that the Financial Report for January 8, 2022 to February 4, 2022 be approved. The motion passed unanimously.
6. Communications:
 - A. ECSO Report: Kathryn Henning noted that there was nothing new to report.
7. OLD BUSINESS:
 - A. Cost Recovery: Chief Crume presented Cost Recovery Policy P-112. Discussion. A motion was made by Heather Friend and seconded by Dale Ten Broeck to approve Cost Recovery Policy P-112 as presented. The motion passed unanimously. Board Chair Larry Tuttle then read Resolution 22-02: In the Matter of Adopting a Cost Recovery Policy. A motion was made by Dale Ten Broeck and seconded by Patricia Ott to approve Resolution 22-02 as written. The motion passed unanimously.
 - B. Accounting Policy and Procedures: This has already been adopted and is currently in use. This item will be removed from the agenda for the next meeting.
 - C. Executive Session ORS 192.660(2)(i) Performance Evaluation: Fire Chief: Out of Open Session and into Executive Session at 6:57 PM. Out of Executive Session at 7:05 PM and back into Open Session at 7:06 PM. There was no business proposed in Executive Session that required open discussion or a vote.
 - D. 2021 FEMA AFG and SAFER Grants – Chief Crume reviewed the current applications for Federal grants and recently awarded grants. On Wednesday, February 16, 2022, the Fire District will receive a new high-axle rescue apparatus awarded through a past SPIRE grant.
8. NEW BUSINESS:

- A. Appoint Budget Officer & Approve Budget Calendar (see attached): Chief Crume presented the proposed 2022-2023 Budget Calendar. A motion was made by Dale Ten Broeck and seconded by Heather Friend to appoint Chief Crume as Budget Officer. The motion passed unanimously. A motion was made by Patricia Ott and seconded by Heather Friend to approve the 2022-2023 Budget Calendar as presented. The motion passed unanimously.
 - B. Notice to Renegotiate Chief's Employee Agreement: Chief Crume presented written notice that he is requesting to negotiate a new employee contract as his current one expires on June 30, 2022. This negotiation will occur at the next regular Board Meeting to be held on March 10, 2022. As this will occur next month, no action was taken.
 - C. Plan of Action: Chief Crume discussed the action plan he developed as a result of two items identified in the last audit performed by Richard W. Brewster, CPA, PC. One of these items has already been addressed with the adoption of P-103: Accounting Policy and Procedures. The other item is consistent with a District of our size and requires no action. Board Chair Larry Tuttle read Resolution 22-01: In the Matter of Adopting a Plan of Action. A motion was made by Patricia Ott and seconded by Heather Friend to approve Resolution 22-01 as written. The motion passed unanimously.
 - D. SPIRE Grant: As mentioned under Old Business agenda item D above, on Wednesday, February 16, 2022, the Fire District will receive new high-axle rescue apparatus awarded in a SPIRE grant. A light bar, radio and striping will need to be added to the vehicle.
9. Chief's Report and Training Officer's Report (see attached): Chief Crume presented the Chief's report and the Training Officer's report. Highlights include noting 46 alarms in the month of January covered with 14 response volunteers (as of January 31).
10. Good of the Order:
- Auxiliary Meeting Date: First Thursday of Each Month as needed.
 - Association Meeting Date: First Tuesday of Each Month.
11. Adjournment: Patricia Ott moved that the meeting be adjourned. The meeting was adjourned at 7:35 PM.

Kathryn Henning
Secretary

Next Regular Meeting: March 10, 2022 at 6:30 PM