

ALFALFA FIRE DISTRICT
REGULAR BUSINESS MEETING
Alfalfa Fire Station, 25889 Alfalfa Market Rd, Alfalfa, OR
March 08 2023, 6:00 PM

MEETING MINUTES:

On Wednesday, March 08, 2023, a regular business meeting was held with President Nate Starr presiding followed by roll call and the Pledge of Allegiance. The meeting was called to order at 6:00pm

ROLL CALL:

Board of Directors:

- President, Nate Starr - Present
- Vice President, David Pike - Present
- Director, Mark Laucks - Present
- Director, Carolyn Chase - Present

Fire chief, Chad Lavallee - Present

VISITORS IN ATTENDANCE:

None

VISITOR INPUT:

None.

PREVIOUS MEETING MINUTES:

The minutes for the January 11, 2023, regular business meeting were reviewed. The minutes were unanimously accepted by the board.

TREASURER'S REPORT:

Postponed until a Treasurer is elected.

CHIEF'S REPORT AND FINANCIAL REVIEW:

Chief LaVallee presented a review of finances for the month of January and February. Bank balance as of Jan 31, 2023 was \$214,357.25. Deposits for the month were 101,938.33. \$100,000 was from the county loan. Expenses for January were \$38,680.40. \$10,000 of the deposits were for purchases to be reimbursed through the VFA Grant. Current bank balance as of Mar 08, 2023 is \$192,438.72. Expenses for the month were \$23,373.82. Deposits for the month were \$15.92. Director Pike motioned to approve the January finances as documented by The Chief. Director Chase seconded the motion. The motion was unanimously approved. Director Pike motioned to approve the February finances as documented by The Chief. Director Chase seconded the motion. The motion was unanimously approved.

Chief LaVallee presented the Chief's Report. There have been 21 calls to date. All apparatus are currently in service. A new type 3 has been painted and will be loaded with equipment. Two more volunteers have joined and will be going through academy. Training has been focused on communications, Firefighter skills, Search and Live Fire. March training will be pump operations,

driver operator, and wildland refreshers. Chief Lavallee has submitted for the AFG grant again this year. Decision on the AFG grant will not be known until later in the year.

OLD BUSINESS:

GENERATOR:

The generator installation continues. The installation should be completed by the next regular business meeting.

ANNUAL FINANCIAL REVIEW:

In May of 2021 Chief Lavallee contracted with Chris Mahr & Associates to provide state mandated annual reviews of the district accounts and procedures for 2019, 2020 and 2021. Mahr estimated the costs for reviews can be in the range of \$5,000 to \$6,000 per year. Chief LaVallee is also in contact with the county to keep them updated on the progress of the reviews.

12/14/22: Chris Mahr emailed an update to his status which included a list of clarifications and a request for additional information to complete his review. Chief LaVallee will follow up.

01/11/23: Last update from Chris Mahr is that the initial review should be completed sometime after the 1st of the year. The State is in direct contact with Chris Mahr. Chief LaVallee has contacted another agency to explore the possibility of having reviews done elsewhere.

03/08/23: Chief Lavallee again met with Chris. Chris asked for some additional information. Chris stated that the review should be completed soon.

WELL:

The well drilling has been completed to a depth of 800 feet. The variance from the initial quote was \$3117.16. This variance was anticipated as concrete is billed as actual. The total cost of the drilling was \$48,583.66. Approval for the variance was motioned by Director Pike, seconded by Director Chase, the motion was unanimously approved. The next step is to have the well pump installed. The board discussed the financial cost of the well pump. Director Pike motioned to approve pump installation not to exceed \$10,000. Director Chase seconded motion. The motion was unanimously approved.

END OF OLD BUSINESS

NEW BUSINESS:

ELECTIONS UPDATE

Three positions are up for election this May 2023. Position 2, currently held by Director Chase. Position 3, currently held by Director Starr. Position 4, currently held by appointee Director Laucks. All were informed of the filing deadline.

UPCOMING GRANTS

Chief Lavallee mentioned the VFA grant is opening again. VFA grants are for \$10,000. Chief Lavallee will be identifying needs for the grant application.

END OF NEW BUSINESS

Motion to adjourn the meeting was made by Director Pike at 7:16. Seconded by Director Chase. Motion was unanimously approved.

NEXT MEETING: The next meeting will be Wednesday, April 12, 2023 at 6 pm.