

ALFALFA FIRE DISTRICT
REGULAR BUSINESS MEETING
Alfalfa Fire Station, 25889 Alfalfa Market Rd, Alfalfa, OR
January 11, 6:00 PM

MEETING MINUTES:

On Wednesday, January 11, 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
- Treasurer, Secretary John Brooks – Not Present
- Director, Mark Laucks - Present
- Director, Carolyn Chase - Present

Fire chief, Chad Lavallee - Present

VISITORS IN ATTENDANCE:

Clark Combs

VISITOR INPUT:

None.

PREVIOUS MEETING MINUTES:

The minutes for the December 14, 2022, regular business meeting were reviewed. The minutes were unanimously accepted by the board.

TREASURER'S REPORT:

Postponed due to the absence of Director Brooks.

CHIEF'S REPORT AND FINANCIAL REVIEW:

Chief LaVallee presented a review of finances for the month. Current bank balance as of Jan 11, 2023 is \$242,925.78. Expenses for the month were \$31,646.69. Deposits for the month were \$151,792.62. Director Pike motioned to approve the 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 3 calls to date. 2022 ended with 109 calls for service. All apparatus are currently in service. Training has been focused on communications, Firefighter skills, Search and Live Fire. January training will be extrication, Hose work, Live Fire, and victim search under Live Fire conditions. We received a new Type 3 interface from BLM and will be putting that interface into service in the coming month. The Alfalfa Fire District board thanks The BLM for the generous donation. The Chief has had an exploratory conversation with Adventure Medics on cooperation with running BLS and ALS calls.

OLD BUSINESS:

GENERATOR:

The generator has been recommissioned and tested. The generator unit is fully functional. Moving forward, the generator needs to be physically connected to the station. Chief LaVallee will be working with a partner to make those connections. By allowing Alfalfa Fire to participate in some of the installation, we can significantly reduce the expense of the installation.

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.

WELL:

Chief LaValle received two quotes for the well. Abbas provided a quote for \$58610. Aiken provided a quote for \$45466.50. The board recommendation is to go with Aiken drilling for the well. In addition to the primary quote, there could be some variance. Although the quote includes concrete, there can sometimes be a variance causing a small change in price if the amount needed exceeds that amount estimated in the quote. Director Chase made a motion to approve the quote approved by Aiken in the amount of \$45466.50. The motion was seconded by Director Laucks. The motion was unanimously approved. Resolution will be 2023-02.

END OF OLD BUSINESS

NEW BUSINESS:

RESIGNATION ACCEPTANCE:

Director Brooks notified The Board of Directory of his intent to resign from the board on December 31, 2022 for personal reasons. On January 4th 2023, Director Brooks formally submitted his resignation. Director Pike made a motion to accept the resignation of Director Brooks and thanking him for his service to the district. The motion was seconded by Director Chase. The motion was unanimously approved.

The board discussed the need to post a board opening to our usual channels of communication. Interested parties should submit a resume or letter of interest by February 3rd, 2023 to info@afdistr.org.

REQUEST TO TRANSFER FUNDS:

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Chief LaVallee requested we move \$10,000 previously allocated for apparatus purchase to Vehicle Maintenance (GL 5600). Resolution will be 2023-01. Director Chase motioned to move \$10000 from apparatus purchase to vehicle maintenance. Motion was seconded by Director Laucks. Motion was approved unanimously.

END OF NEW BUSINESS

Motion to adjourn the meeting was made by Director Chase at 7:06. Seconded by Director Laucks. Motion was unanimously approved.

NEXT MEETING: The next meeting will be Wednesday, February 8, 2023 at 6 pm.