

ROW RIVER RURAL FIRE PROTECTION DISTRICT

Board Meeting
December 17, 2024
3RD Tuesday of each month.
6:00 PM
Dorena School

Notice of public meetings posted at Dorena Post Office and on RRRFPD Facebook Page

REGULAR BOARD MEETING AGENDA

Call to Order **President Sue Brown**

Pledge of Allegiance **President Sue Brown**

Roll Call **Reta Cochran**

- Sue-present
- Buck-present
- Marilyn-present
- John-present
- Darin-present
- Walt-present

Agenda Approval/Adjustments **President Sue Brown**

- Approved, All in favor.

Minutes from Previous Meeting(s) **President Sue Brown**

- Approved, All in favor.

CITIZEN INPUT: (Items on or off the agenda) – *Limited to 3 minutes per person.*

- No Citizen input

CORRESPONDENCE:

- No Correspondence

OLD BUSINESS:

- Bank Account (President)
 - Banner will be our operational account for most transactions
 - Summit will be a minor account mainly for the option of a line of credit by having a minimum balance.
 - Walt mentioned that the financial reports will both appear on the monthly Board financial statements and reports but should have minimal activity, unless it becomes necessary.
- E mail accounts associated with RRRFPD (President)

- All Board members and Fire Chief now have Office 365 set up.

TREASURER'S REPORT

- Financial Reports
 - Walt or Sue will execute most financial transactions (with the approval of the board).
 - Walt, Sue, and Shelly Robbins (Quick source bookkeeping) will assemble the reports.
 - Marilyn will review financial documents and draft board financial reports for preliminary approval and then present to the board for review/approval.
 - Marilyn and Shelly have 'read only' access to the accounts. 'Read only' access can be given to any Board member who wants this access.
- Approve Spending
 - Includes Board Report of Monthly expenses (see packet)
 - Includes Payments and Reimbursements Needed spreadsheet (see packet)
 - Walt's reimbursement expense spreadsheet (detail of Payment and Reimbursement sheet above. Receipts included.
 - Budget process for 2025-2026 financial year will be initiated this spring.

Motion and Second: To approve the included November financial reports and expenses as presented. All in favor. Motion passes unanimously.

NEW BUSINESS:

- Vehicle Logos/numbers. Walt: Bids are in progress from Dirt Cheap Copies now that we have the logo finalized.
- Uniforms. Walt: We will be initiating the process of identifying clothing for the district responders now that the logo is complete.
 - T shirts
 - Hoodies

BOARD POLICIES:

- Board Packet included documents from LGLG re: public contracting (5 documents: will be considered and adopted Resolution, January Board meeting per LGLG recommendation).
 - Walt recommended this item be tabled until Buck and Walt could get more information from LGLG. (Truman Stone).

COMMITTEE REPORTS:

- Row River Fire Funding Committee (RRFFC) (Darin/John)
 - Committee report.
 - Main Dorena Station and Substation permitting is in the initial phases and to be submitted to Land County Planning Department.
 - General discussion on building ingress and egress followed.

ITEMS FOR FUTURE AGENDA (S):

- Financial security policy (in progress)
 - Walt: no report.
- Lease agreements with station locations. (in progress)
 - Walt: no report.
- Mini Board training. Sue: Suggested a District specific condensed workshop on the following. Sue will arrange.
 - Government Ethics
 - Board Duties and Responsibilities.

CITIZEN INPUT: (Items on or off the agenda) – Limited to 3 minutes per person.

- Katherine Reineke commented that there is a insurance program for home hardening that will improve ability for homeowners to get insurance. She will get info to Walt.

MANAGEMENT TEAM COMMENTS AND REPORTS:

- Fire Chief:
 - Email voting is not allowed as a public municipality because the email is not open to the public.
 - Dorena Temporary Station update.
 - Operational and used for responses. Garaging 2 engines, 2 tenders, and a brush rig.
 - Rat Creek engine is in a heated covered space.
 - All other apparatus are decommissioned to prevent cold weather damage.
 - Engines with down time will receive maintenance and repairs.
 - ISO/Verisk application underway. It's a simple survey for our level of certification.
 - Thanks to Karen Bentson, Buck Rudicel, and Jessica Landstra for their work and committment to the District by getting certified as Fire Officers for the District.

BOARD MEMBER COMMENTS:

- Sue Brown
 - Wishes everyone a Merry Christmas and that all John's family health situation is improving.
- Buck Rudicel
 - Wishes everyone a Merry Christmas and points out that the officers have also been certified as instructors so we can teach fire training in house.
- Marilyn Vann
 - Thanked everyone and wished John Kirks family member well.
- Darin Rhodes

- Pointed out how much progress the District organization and governance have made.
- John Kirk
 - Thanked everyone for the positive thoughts on his family member.

EXECUTIVE SESSION:

ADJOURNMENT:

- Meeting was adjourned at 637pm

NEXT MEETING (S):

Regular Meeting Tuesday

January 21 2025, 6pm—Dorena School