



NEIGHBORS HELPING NEIGHBORS SINCE 1888

SCIO FIRE DISTRICT

P.O. Box 1 Scio, OR 97374 * 503-394-3000

BOARD OF DIRECTORS MEETING MINUTES March 21, 2023

The Board of Directors of the Scio Fire District met at St. 91 located at 38975 SW Sixth Avenue, Scio Oregon.

Board of Directors:

- Brenda Spence, President
- Pat Traeger, Vice President
- Sioux Ellis, Secretary/Treasurer
- Paul Dykast, Director
- Larry Brown, Director

OTHERS IN ATTENDANCE:

Fire Chief Rich LaBelle, Administrative Assistant Amy Watson.

CALL TO ORDER: The meeting called to order at 7:00 pm by President Brenda Spence.

ATTENDANCE: Roll called. Quorum established.

FLAG SALUTE: Flag Salute led by President Spence.

PUBLIC COMMENT: None.

CONSENT AGENDA: Paul Dykast moved to accept consent agenda which consisted of minutes of February, payment of bills, check review, and 2022-23 expenditure sheet. Pat Traeger seconded the motion. Motion carried. (Yes – Spence, Traeger, Dykast, Ellis)

ADDITIONS OR DELETIONS TO THE AGENDA/ APPROVAL OF AGENDA: Sioux Ellis moved to accept the Agenda. Dykast second the motion. Motion carried. (Yes – Spence, Traeger, Dykast, Ellis)

Spence ratified the Agenda to include the Board Members phone call to give Chief LaBelle a gift at the Appreciation Banquet. Ellis moved to accept to buy the Chief a gift at the Appreciation Dinner. Dykast seconded the motion. Motion carried. (Yes – Spence, Traeger, Dykast, Ellis, Brown (not present))

INTRODUCTION OF GUESTS: None.

CORRESPONDENCE:

Chief LaBelle – 1) Thank you card received from Sheila Forster for gift she received at the Appreciation Event. 2) From the Family of the Motor Vehicle Accident we received a picture of the girl that survived and cookies to thank the volunteers.

STAFF REPORTS:

Chief LaBelle – 1) Hose and Ladder Testing on 3/30 & 3/31. Company will come out and complete the testing for the new hose we received. 2) Thank you to our staff and board members who assisted with the Appreciation Event. We had a nice event with a good turnout. 3) Ford F-150 is now complete with a Tonto Cover. Lettering will be completed for the pickup on March 28th and should be ready for use. 3) We are still on track to receive the OSFM Fire Agency Outreach Investment \$10,000. 4) Three large “Fire Danger” signs will be coming for Scio Fire, Crabtree and Bilyeu Den. This was donated to us by the State. 5) April 8th is the Easter Egg Hunt that the Fire Fighters will be putting on.

Administrative Assistant – Nothing at this time.

Volunteer Association –

Mark Barker – Short meeting about the Lamb & Wool Fair and setting up the booths. They are also in the process of putting the Easter Eggs together. Set up will begin at 8:30am on Saturday morning.

Nick Riedel- Volunteer Association is sponsoring a team with the Scio Youth Club.

Board meeting moved to Executive Session to the employment of an officer, employee, staff member or agent according to 192.660(2)(a) and/or 192.660(7). Executive Session Meeting from 7:06pm until 7:25pm

OLD BUSINESS:

Chief LaBelle – The New Chief position is closed as of March 15th 2023. We now in the screening phase of the process.

NEW BUSINESS:

Chief LaBelle – 1) Adjust Bill Pay Date – To avoid late payments on bills we propose to cut checks on the 10th of each month and the day of Board Meeting. The signing process will remain the same and two signatures will be required from Board Members. We will verify with Kori Sarrett from Accuity about the additional check run date and process. **Ellis moved to accept the Adjust Bill Pay Date to the 10th of each month and the day of Board Meeting. Dykast seconded the motion. Motion carried. (Yes – Spence, Traeger, Dykast, Ellis)**

2) Budget Calendar Adopted – Chief will meet with the Officers on 3/28 to receive their budget requests. The calendar lists important dates for the upcoming Budget. Dates concerning when the Budget Committee meets, May 16th is when the presentation is given. Adoption of the Budget and the due date to the Assessor by July. Budget Committee positions have been filled. **Dykast moved to accept the Budget Calendar. Ellis seconded the motion. Motion carried. (Yes – Spence, Traeger, Dykast, Ellis)**

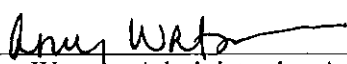
AGENDA SUGGESTIONS: None.

GOOD OF THE ORDER & BOARD COMMENTS: 1) Dykast commended the great job the staff and Board Members did for the Annual Appreciation Banquet.

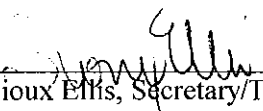
NEXT MEETING: Board Meeting on April 18, 7 p.m. Station 91 – 38974 SW 6th Avenue, Scio OR

ADJOURNMENT: **Ellis moved, and Dykast seconded to adjourn meeting. Motion carried unanimously.** Meeting adjourned at 7:32 p.m.

Submitted by:



Amy Watson, Administrative Assistant



Sioux Ellis, Secretary/Treasurer