



ELSIE - VINEMAPLE R.F.P.D. # 11

42644 Loyd Lane
SEASIDE, OR 97138-6058
(503) 755-2233
evrfpd @ centurytel.net

Elsie-Vinemaple Rural Fire Protection District Board of Directors Meeting May 17, 2022 Minutes

Pledge of Allegiance

Board members present: Wayne Carmichael (Chair), Vivian McCann, Ed VanDyke, Sharon VanDyke (TJ Hecox absent)

Fire Department members present: Mike Wammack, Hans Mulder

Wayne opened the meeting at 7:04 p.m.

Reading and approval of April 19, 2022 minutes: Vivian read the minutes from April 19, 2022. Sharon moved to accept the minutes; Ed seconded. Motion passed 4-0

Budget report/vote: Hans provided a budget update. Wayne noted a discrepancy, which was subsequently corrected. Vivian moved to accept; Sharon seconded Motion passed 4-0.

Review and Pay Bills/Vote. Ed and Vivian signed checks. Vivian moved to pay the bills; Sharon seconded. Motion passed 4-0.

Old Business

1. **Second reading 2022-2023 EVRFPD Budget.** Members reviewed Forms LB-10, LB-11, LB-20, and LB-30 as presented by Mike and Hans. Questions were asked and answered. A discrepancy was noted between the Materials and Services line item as published in the budget, versus the total Materials and Services as itemized in the budget forms reviewed this evening:
 - a. In the published budget, Materials and Services were listed at **397K**.
 - b. In the budget forms under consideration, the following were noted as included in Materials and Services:

- i. Cash on Hand (remaining in building fund) LB-10 Line 2: 44,611.09
 - ii. Cash on Hand (F&E account), LB-11 Line 2: 47,640.95
 - iii. Interest (LB-11, Line 5): 50.00
 - iv. Transferred In from Other Funds (LB-11 Line 6): 15,500.00
 - v. Total Materials and Services from budget forms: **107,802.04**
- c. The difference of \$289,197.96 was discussed, but not resolved. Mike and Hans will work to investigate and resolve the discrepancy.

2. **Update on Station 2:** Ed and several other volunteers helped with texturing, which is now complete. Primer and paint are next.
3. **WEB Status Updates:** Wayne received the passwords from Jachin, and has been working on the website.
4. **Donation from James Ream, Las Vegas:** Vivian reported that Mr. Ream remains interested in hosting a barbecue fundraiser for the department. The Board expressed gratitude, but after consulting summer calendars determined that this year wasn't feasible. Vivian will follow up with Mr. Ream to see if he is willing to host the event early next summer instead.
5. **Zoom Updates - Use of Starlink:** Jachin suggested that the current internet capability with Verizon is likely sufficient for Zoom meetings. Members discussed a trial run of Zoom at a future meeting to determine whether to pursue Starlink or stay with current service.
6. **Bonding.** Bond amount has been increased to 150,000.
7. **Stipends for Primary Department Volunteers:** Ed moved to table this item until all Board members are present. Vivian seconded. Motion passed 4-0.

New Business

1. **Mileage/Fuel Tracking:** Ed proposed use of a Mileage and Fuel log for all vehicles to better track usage. Discussion revealed that with one exception (Mike's rig), all vehicles currently in use run on diesel, and thus are fueled up at Station 1 where a fuel log already lists truck number, date, and gallons used. The following changes will be made to provide additional transparency:
 - a. Mike will keep a log in his vehicle to track gas purchases and mileage. Ed provided the log at tonight's meeting.
 - b. When food is provided for volunteers at training and other long sessions, the receipts for the food will be attached to the volunteer sign-in sheet currently in use. That will create a log of food expenditures that corresponds with the relevant training or other event, as well as the number of volunteers who participated.
 - c. A quarterly review of the diesel log at Station 1 may be implemented.
2. **Clatsop County Comprehensive Plan:** Clatsop County is updating its Comprehensive Plan for future development. The Elsie-Jewell plan is included in the update. Clatsop County has opened meetings for community input; a meeting will be held at Jewell School later this month.

Good of the Order

1. Ed conducted a spot-review of incident reports with an eye toward possible income from billings that is not currently in use. (Services provided to residents is included in residents' taxes, but insurance companies may be billed for services provided to non-residents.) Mike will review incident reports, and Sue has volunteered to prepare billing as needed.
2. Vivian will be out of the country for the next two meetings, and will vote by proxy for the budget and any other necessary items.

Adjourn

Vivian moved to adjourn; Sharon seconded. The motion passed 4-0, and the meeting adjourned at 9:14 p.m.