

Prospect Rural Fire Protection District

Minutes of the Board of Directors

regular meeting, January 15, 2024

Open Regular Meeting:

Acting Chair Julie Moss called the meeting to order at 7:01 PM

Attending: Julie Moss, Lon Stockebrand, Clay Thomas, Joyce Dierking

Also Attending: Bob Jones (accountant), Lyle Neville (Fire Chief), and 20 other community members

Approval of November minutes, Lon made a motion to accept, Clay seconded, passed 4-0.

Julie read the results from Dot Vote (prioritized by the board members) at the 12/22/23 Prospect Rural Fire District Mediation. Items 1 and 2 were addressed.

Item 1 “Participate in Advanced planning including submitting any ORS#, or policy questions in Advance.” The board verbally agreed to submit agenda items by the end of each month to give time for discussion and clarification before the final deadline ten days before the regularly scheduled meeting.

Julie inserted information that a year and a half ago Bob Jones was asked to moderate board meetings as needed if things got off track. Lon made a motion for this to continue. Joyce seconded, passed 4-0.

The Board of Directors is at an impasse on selection the fifth board member. ORS 198.320 states that a vacancy should be filled promptly. A motion was made by Lon, seconded by Joyce and passed 4-0 to have Joyce contact the Jackson County Board of Commissioners to learn the process for the Board of Commissioners to appoint a person to fill this position.

Finance reports for November and December were presented by Bob Jones and was approved by the board.

Bob also gave an update on the Seismic Grant project: the contract has just been signed. Work to get a demolition and general contractor company and to begin the process.

Bob then read CPA Richard Brewster's audit review letter "My Responsibility under Statements of Standards and Accounting and Review Services." After each paragraph Bob explained what has been already corrected or what we will be doing to adhere to suggestions made from now on.

Item 2 "Set goals for the year at the January meeting (maybe each member submit one or two!" The goals suggested were: Update and make appropriate for our district policy book #1 and complete work on adoption of policy book #2. Also finish the contract of the Fire Chief.

Lyle Neville gave his Fire Chief Report. It was a comprehensive 2023 Review, covering calls made, education and training, building improvements, grants, partnerships, and community involvement. In addition to training, our volunteers all gave over 1700 hours to improving the fire district and in community service. He also listed 16 goals for this year.

Lyle is working with the Prospect Charter School District to get a contract to use the old bus barn to store the Fire Station trucks and equipment for Station 1 while the Seismic Retrofit work is being done. The Fire Department will purchase and install automatic doors for quick ingress and exits for the Fire trucks. Office space is also available in the bus barn.

Julie opened the meeting to public comment.

Lon made a motion to adjourn the meeting, seconded by Clay. All in favor to adjourn. Meeting adjourned at 8:44.

Recording of meeting available at www.prospectfpd.org