

ALFALFA FIRE DISTRICT  
REGULAR BUSINESS MEETING  
Alfalfa Fire Station, 25889 Alfalfa Market Rd, Alfalfa, OR  
April 12 2023, 6:00 PM

MEETING MINUTES:

On Wednesday, April 12, 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
- Director, Mark Laucks - Present
- Director, Carolyn Chase - Present

Fire chief, Chad Lavallee - Present

VISITORS IN ATTENDANCE:

None

VISITOR INPUT:

None.

PREVIOUS MEETING MINUTES:

The minutes for the March 08, 2023, regular business meeting were reviewed. Director Chase motioned for the minutes to be accepted as documented. Director Pike seconded the motion. The minutes were unanimously accepted by the board.

TREASURER'S REPORT:

Postponed until a Treasurer is elected.

CHIEF'S REPORT AND FINANCIAL REVIEW:

Chief LaVallee presented a review of finances for the month of March. Bank balance as of Apr 6, 2023 was \$147,171.86. Deposits for the month were \$10,326.87. Expenses for March were \$67,106.53. \$48,583.66 of that expense was for the drilling of the well. Director Chase motioned to approve the March finances as documented by The Chief. Director Pike seconded the motion. The motion was unanimously approved.

Chief LaVallee presented the Chief's Report. There have been 26 calls to date. All apparatus are currently in service. The new type 3 is ready for service. Training has been focused on communications, Firefighter skills, Search and Live Fire, Wildland, and Chainsaw. April training will be pump operations, driver operator, and wildland refreshers. Chief Lavallee has submitted for the AFG grant again this year. Decision on the AFG grant will not be known until later in the year.

**OLD BUSINESS:**

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**GENERATOR:**

The generator installation has been completed. The county permit has been finalized.

**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.

03/08/23: Chief Lavallee again met with Chris. Chris asked for some additional information. Chris stated that the review should be completed soon.

**WELL:**

The well drilling has been completed to a depth of 800 feet. The pump should be installed and operational in the next month, pending the availability of the pump installer.

**END OF OLD BUSINESS**

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**NEW BUSINESS:**

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**PAVING PROPOSALS**

Chief Lavallee shared a couple of the paving proposals he has received. This is to be funded by the remaining funds received by the county after both the generator and well are completed.

**END OF NEW BUSINESS**

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Motion to adjourn the meeting was made by Director Chase at 7:08. Seconded by Director Laucks. Motion was unanimously approved.

**NEXT MEETING:** The next meeting will be Wednesday, May 10, 2023 at 6 pm.