

Call to Order – At 1704 by B. Burr

Roll Call – M. Baker, B. Burr, L. Annis, Chief Dragt

Swear in New Members – New Board Members Max Baker and Liz Annis were sworn in as Lowell Rural Fire District Board Members by Chief Dragt.

Elections of Officers

M. Baker moved to elect Bob. Burr as Secretary Treasurer. L. Annis seconded the motion. Motion passed unanimously.

B. Burr moved to appoint Max Baker as President. L. Annis seconded the motion. Motion passed unanimously.

B. Burr moved to appoint Liz Annis as Vice President. M. Baker seconded the motion. Motion passed unanimously.

Board of Director's List

Max Baker, Board President

Liz Annis, Board Vice President

Bob Burr, Board Secretary

Jason Prenevost, Director

John Myers, Director

Meeting Records Motion

Chief Dragt explained to the Board in order to update Banner Bank signers meeting minutes reflecting the request must be presented. He provided the Board a suggested motion to complete this process.

Max Baker moved to update the only signers on all accounts at Banner Bank to Max Baker, President, Liz Annis, Vice President, B. Burr, Secretary Treasurer, Jason Prenevost, Director, John Myers, Director and all others removed. The motion was seconded by B. Burr. Motion passed unanimously. The Board directed Chief Dragt to update the banking accounts as noted.

Additions to the Agenda – None

Comments from the Floor – None

Approval of July Minutes – B. Burr made the motion to approve the minutes as presented. L. Annis seconded the motion. No discussion. Motion passed.

Correspondence – None

Unfinished Business

The Board Handbook discussed at the prior meeting was presented for approval. **L. Annis moved to adopt the revisions to the Board Handbook policies. B. Burr seconded the motion. Motion passed unanimously**

Treasurers Report

Chief Dragt reviewed the Profit and Loss which reflected 114.7% of projected revenue. PERS expense increased and the motion last month moving 30k from contingency is reflected in this budget. Chief noted the fiscal year ending net income unadjusted amount is \$220,000. B. Sprague is currently working on year end adjustments. Our new fiscal year began on July 1, 2024.

B. Burr moved to pay the bills. L. Annis seconded the motion. Motion passed.

New Business

Resolution 2024-2 Authorizing Volunteer Worker's Comp Coverage

L. Annis moved to adopt Resolution 2024-2 Authorizing Volunteers Workers Comp Coverage. B Burr seconded the motion. No discussion. Motion passed unanimously.

Resolution 2024-3 Establishing Agents of Record

B. Burr moved to adopt Resolution 2024-3 Establishing Agents of Record for Banking (Banner) Insurance, (WHA), and Legal Services (Local Govt. Law Group). L. Annis seconded the motion. No discussion. Motion passed unanimously.

Resolution 2024-4 Establishing Meeting Date, Time and Location

L. Annis moved to accept resolution 2024-4 setting the meeting date for the second Wednesday of the month at 5pm at Lowell Rural Fire Protection District. B. Burr seconded the motion. No discussion. The motion passed unanimously.

Audit.

Chief shared the auditors identified an internal control deficiency wherein the District has too few employees managing finances to implement segregation of duties. There is a new requirement for the Board of Directors to identify a remedy and timeline for implementation. Chief noted the Board's monthly review and approval of the financials is an acceptable remedy and suggested the Board approve a letter noting the remedy and that it will continue to be implemented indefinitely.

B. Burr moved a letter be approved formalizing the Board of Directors review and approval of the financials monthly to implement internal controls in response to the auditor's note. L. Annis seconded the motion. Motion passed unanimously.

Comments from the Floor. None.

Lowell Rural Fire Protection District
Meeting Minutes of the Board of Directors – July 10, 2024

Chief's Update. The boat has been received from the Sheriff's office. We are looking into pricing for new lettering. The boat races are this weekend. Chief reminded the Board the OFDDA conference is in Sun River Nov 7-9 and asked members to let him know if they plan to attend.

The annual audit process is beginning. As a full audit was less expensive than a review, we are completing a full audit this year. The Blackberry Jam is scheduled for July 26-28.

Water rescue training will be at Lowell Marina on July 25th with both boats at 6pm. Chief invited the Board Members to spectate.

Calls for May. 42 Calls Total. 3 Fire (train, grass), 19 Medical, 7 MVA, 1 Water Rescue, 6 Illegal Burns, 1, Boater Issue, 2 Public Service, 5 Dispatch and cancelled. Calls Total. 1 fire. 17 medical. 1 mva. 1 water rescue.

Board Comments – None

Next Meeting, Next Meeting August 14, 2024

Adjourned – 1725 hrs.