

MINUTES OF THE REGULAR BOARD MEETING  
OF  
PHILOMATH FIRE AND RESCUE  
August 3, 2009

I. CALL TO ORDER/ROLL CALL

The Philomath Fire and Rescue Board meeting was called to order by Vice President-Larry Sleeman at 7:00pm. Board members present were J Reed Glasmann, Angie Baca, Larry Sleeman Ruth Jacobs and Tom Ries. **There was a quorum.** Staff members present were Chief Tom Phelps, Administrative Assistant Gwynn Irvin, Firefighter Carl Horning and Fire Marshal Ray Hubbell and EMS Officer Marcia Gilson. Sleeman gave the Oath of Office to Board Member – Tom Ries.

II. ACTION ITEMS

- A. Approval of Minutes – July 6th, 2009 Regular Meeting – Minutes were accepted as presented.
- B. Approval of Bills – **A motion was made by Glasmann, seconded by Sleeman to approve payment of the July 2009 bills in the amount of \$111,082.89. Motion carried unanimously.**
- C. Approval of Minutes /July 6th, 2009 Contract Review Board – Minutes were accepted as presented.

III. PUBLIC COMMENT – Dave Jones, State Fire Marshal presented Philomath Fire Marshal Ray Hubbell with a certificate of recognition for completion of the Fire Marshal level of their Fire & Life Safety Recognition Program. Jones complimented Philomath Fire & Rescue for being proactive in their fire prevention programs.

IV. OLD BUSINESS –

- 1. Wages & Benefits – Sleeman did declare a conflict on this issue. At the last Board meeting the Board had approved picking up 50% of the 6% PERS payment. Unfortunately this is not okay with PERS. A sub-committee, Ries, Sleeman & Phelps have met to discuss other possibilities. The Board has looked at paying a 3% stipend to help offset the PERS contribution. This would be subject to all taxes and also PERS contributions. The Boards goal is to pickup the full 6% PERS contribution over two fiscal years. Gilson recommended holding off on the 3% increase and on January 1, 2010 start picking up the full 6% PERS contribution. **A motion was made by Glassman, seconded by Baca, that in lieu of the 3% cola or 3% PERS pick up, that beginning January 1, 2010 the District would pick up the full 6% Employee PERS contribution. Jacobs moved that an amendment be made to the motion, to clarify the District would pick up the 6% PERS earlier than the original July 1, 2010 date. Seconded by Sleeman. Motion for the amendment carried. Original motion carried to pickup the full 6% effective January 1, 2010.**
- 2. Volunteer Dinner/January 23, 2010 - The Scout Lodge has been reserved for the dinner. Chief Phelps will try and get a count of persons attending and childcare preferences.

3. Draft contract for fire services was included in the packet for review. Benton County will not issue building permit until there is fire coverage. This agreement would provide coverage temporarily to properties just outside the District to satisfy the County's requirement for Fire Protection. Phelps recommended the Board adopt a policy of providing contract coverage based on the same guide lines used for annexation. Phelps recommended using an assumed amount of \$250,000 for assessed valuation. He also stated there should be stronger language regarding annexation. There are still a number of questions regarding what the District would be able to do if the landowner defaults on the contract prior to annexation and questions on how the County would handle the building permit. Phelps will contact the County for more information and other Districts also.

#### STAFF REPORTS

1. President – There was none.
2. Fire Chief –Annexation– Hubbell gave a presentation on annexation cost & process. 2006 was the last annexation in the District. Home owner applies to the County for annexation in the Fire District, and then the petition is sent to the District for approval and then returned to the County after the Board approves it. There is a fee of \$110 for the bond, \$10 per district, which is returned if the annexation goes through. The other fees involved are for the County research and publication which run approximately \$500. This is billed to the District which is then passed on to the landowner. The whole process from start to finish can take up to 4 months. Hubbell stated he is going to check with the County and see if the publication can be run in the Bulletin, the local Philomath paper. This would reduce the cost by a couple hundred dollars. Currently the County policy states publications have to be run in the Gazette.

201 Apparatus Bay – Materials have been delivered and we have received the first progress billing. Work should start mid-month.

Station 201 Addition – Phelps has submitted a grant for a building addition. This would be a 50/50 match. A lift for the use of the upstairs area has been included in the request. There is no date set for awarding the grants.

Training Ground – Work has begun on the training grounds. The tanks will be delivered in 1-2 weeks with the project completion set for the end of August.

Turnout Washer/Dryer – The washer & dryer have been ordered. The equipment is under budget, but the plumbing & electrical services may run the project over budget.

911 Users Group – Phelps reported the Benton County 9-1-1 Users Group has received a request for the addition of the Adair Village Police Department to the Group. Currently at issue is any addition of another entity to the system which is already operating beyond capacity. Oregon Statute requires a unanimous vote by the existing members before a new member can be added. Corvallis Police & Benton County Sheriff's departments are not in favor.

Firefighter Response System – The department is installing a new web based system which will allow personnel to use a speed dial number in response to a call that will notify the station if they are en-route or on standby at home. This will allow officers & staff to make more informed decisions about responses.

Community Involvement – Staff provided standby at the Frolic Rodeo and for the fireworks, and participated in the parade. A group also went to the County Fair to man the Fire Prevention booth one evening. They have also assisted in the watering of the baskets and putting out flags.

3. Sec/Treasurer – There was none.

V. REPRESENTATIVES REPORTS – There was none.

NEW BUSINESS – Ries stated it was time for Chief Phelps annual contract review, Baca volunteered to be on the review panel.

VI. OTHER BUSINESS – There was none.

VII. ADJOURNMENT – Due September 7th being a holiday, the next Board meeting will be on Wednesday September 9th, 2009. Meeting adjourned at 9:00 pm.

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Tom Ries, President

ATTEST: \_\_\_\_\_

J. Reed Glasmann, Secretary