

MINUTES OF THE REGULAR BOARD MEETING

OF

PHILOMATH FIRE AND RESCUE

February 2, 2009

I. CALL TO ORDER/ROLL CALL

The Philomath Fire and Rescue Board meeting was called to order by Chair Ries at 7:05pm. Board members present were Baca, Glasmann, Ries and Sleeman. Sweetin was absent. Staff members present were Phelps, Irvin and Horning. Also present was Marty Theurer, PVFD President.

II. ACTION ITEMS

A. Approval of Minutes – The minutes of January 5, were approved as written.

B. Approval of Bills – A motion was made by Sleeman, seconded by Glasmann to approve payment of the bills in the amount of \$52,045.88 Motion carried.

C. Meyer Memorial Trust – Chief Phelps reported that Gilson has submitted a grant application to the Meyer Memorial Trust for an oxygen generator/filling station for county wide oxygen supply. In an emergency, this would be extremely valuable. Currently tanks are picked up and sent to Portland for refilling. This project would make the entire county self-sufficient and able to take care of ourselves, and even individuals, during emergency situations.

III. PUBLIC COMMENT – There was none.

IV. AUDIT REPORT 2007/2008 – Glen Kearns of Koontz & Perdue, P.C. reported on the agency's audit for 2007/2008. Kearns stated the agency is in good shape. Financial statements are comprised of full accrual and modified accrual which is based on timing of transactions. The management letter with recommendations was reviewed with the Board. There were no significant deficiencies. Staff has already addressed any audit concerns. **A motion was made by Glasmann, seconded by Sleeman to accept the 2007/2008 audit. Motion carried.**

V. NEW BUSINESS –

1. Employee Wages and Benefits – Due to the economy, Ries recommended a possible wage freeze for the upcoming budget. He stated the amounts could be budgeted but reviewed at a later date. Baca agreed that this should be budgeted. Sleeman inquired when employees are eligible for raises. Phelps stated on their anniversary date, after performance review. Phelps also stated that Benton County has been good at collecting taxes and our budget is in good shape.

2. Cost Savings for Department – Ries asked Phelps to talk with Staff about potential ways for implementing any cost savings.

3. Potential New Annexations - The County is continuing their discussions on the issue of unprotected property in the County. Discussions have been raised by a resident of the Greenberry area. The department is working with other agencies in reviewing district maps to see if any pages need to be added. There may be medical services for EMS coverage in additional areas. The Board will have to approve any annexation. The County will be picking up most of the expense for this.

4. Roads, Bridges & Brush – Chief Phelps reported there is a need for on going maintenance on roads, bridges and brush throughout the district. There are houses down roads where the trees have grown over the roads and older bridges. Philomath has approximately 25 private bridges and there is a question on who would be responsible for the engineering costs.

VI. STAFF REPORTS

1. President – There was none.

2. Fire Chief – Phelps reported he has talked with Andy Evans and is waiting for a draft letter from the Mary's River Estates Property Owners Association and Mary's River Estates Road District to formalize the ownership and maintenance responsibilities at the pump site on Daisy Drive.

233 is back in Boise. Doug Liliya will be flying there sometime this week to go over the list of repairs to see that the items at issue are resolved.

3. Sec/Treasurer – Irvin reported the budget vs. actual was in good shape. Line items were staying within budgeted amounts for this period.

VII. REPRESENTATIVES REPORTS

Volunteers – Marty Theurer reported he had been elected President of the Volunteer Fire Association. Theurer has been a volunteer for 13 years. A memorial scholarship has been setup in honor of Karl Corbin and the volunteers are organizing a golf tournament to help with the funding.

VIII. OLD BUSINESS

Volunteer Incentive Program – Ries stated that the volunteers are not in it for the money. Ries recommended working with Sleeman and Theurer to see how volunteers could be honored. Gilson suggested writing a check quarterly to the Volunteer Association. Putting additional funds in the LOSAP program is also a possibility. A decision needs to be made prior to budget season. This will be on the agenda next month.

IX. OTHER BUSINESS – There was none.

X. ADJOURNMENT – Meeting adjourned at 10:10pm.

Tom Ries, President

ATTEST: _____

J. Reed Glasmann, Secretary