

MINUTES OF THE REGULAR BOARD MEETING

OF

PHILOMATH FIRE AND RESCUE

May 10, 2010 Minutes

I. CALL TO ORDER/ROLL CALL

The Philomath Fire and Rescue Board meeting was called to order by Chair Ries at 7:00 pm. Board members present were Tom Ries, J. Reed Glasmann, Ruth Jacobs, Larry Sleeman and Angie Baca. **There was a quorum.** Staff members present were Chief Tom Phelps, Administrative Assistant Gwynn Irvin and Volunteer President Marty Theurer.

II. ACTION ITEMS

A. Approval of Minutes – Minutes of April 5, 2010. Minutes were accepted as presented with one correction. Under approval of bills, it should read “March” bills not February.

B. Approval of Bills – **A motion was made by Glasmann, seconded by Jacobs to approve payment of the April bills in the amount of \$17,294.22. Motion carried unanimously.**

C. Budget Committee Applications – Applications for the Budget, from Eneida Hallenborg and Paul Dickey were reviewed. **A motion was made by Sleeman, seconded by Baca to appoint Eneida Hallenborg and Paul Dickey to a three (3) year term on the Philomath Fire & Rescue Budget Committee. Motion carried unanimously.** Peter Finn and Bob Boss are the other members of the Budget Committee.

D. Attendance Standard – Phelps stated that the reference to the Board representation had been dropped from the attendance standard. **A motion was made by Glasmann, seconded by Sleeman to adopt the Attendance Standard as part of the Policy & Procedures. Motion carried unanimously.**

III. PUBLIC COMMENT –Lori Sleeman previewed the proposed PF & R website.

IV. OLD BUSINESS -

1. Wages & Benefits - Phelps stated staff will be meeting to discuss the next years’ health insurance plan. A decision on which to accept needs to be made by May 14th.

V. STAFF REPORTS

1. President – There was none.

2. Fire Chief –The meeting with Commissioner Dixon, regarding annexation was cancelled. Currently, the District has received a request for contract for protection on an unimproved property on Worth Way. Phelps will treat this like an annexation request and will make a recommendation to the Board after meeting with the property owner.

Promotions – Firefighter Ryan Riffle has successfully completed his training and certification as an Oregon EMT Intermediate. As a result he qualifies for a 4% pay incentive.

Reserve Fund Projects –* We are currently working with Ken Schaudt to get a set of plans drawn for the stairway to the loft. * The new pick-up has been ordered. *The pump and tank have been taken out of 261 to mount in 264. *Phelps stated he will be asking the Board to declare 261 surplus so it can be sold. *On

the hydraulic line upgrade, Doug Lilja is working with a vendor to install the new fittings and build two new extension hoses. *Lilja will be ordering the carpet for the upstairs area next week. It takes about a month for it to be made. *Phelps stated he will be requesting bids for plans for a ground floor addition to Station 201, and looking for grants that can be used for these additions.

AFG Grant – Phelps stated that he has received a denial on the AFG grants with comments on the review. At this time there are fewer funds and more requests.

3. Sec/Treasurer – None

VI. REPRESENTATIVES REPORTS – Theurer reported the volunteers have purchased the Dreamweaver Software for the website and gifted it to the District. The volunteer’s have also purchased a laptop and a desktop computer for the volunteer group business.

VII. NEW BUSINESS -

1. Vehicle #261 - **A motion was made by Baca, seconded by Glasmann to declare #261, 1991 GMC as surplus equipment. Motion carried unanimously.**

2. Sleeman and Ries will be meeting with Chief Phelps to set up a workshop for the Board to discuss plans for finances, staffing and replacement of vehicles.

VIII. OTHER BUSINESS –

1. Phelps read a Statement of Understanding between PF&R and Benton County Health Department. This document clarifies roles and responsibilities of the two agencies in the case of emergency. **A motion was made by Glasmann, seconded by Jacobs to approve the Statement of Understanding with Benton County Health Department. Motion carried unanimously.**

VIV. ADJOURNMENT – The next meeting will be June 9, 2010. Meeting adjourned at 6:50 pm.

Tom Ries, President

ATTEST: _____

J. Reed Glasmann, Secretary