

MINUTES OF THE REGULAR BOARD MEETING

OF

PHILOMATH FIRE AND RESCUE

June 6, 2011 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, Larry Sleeman J. Reed Glasmann, and Angie Baca. Ruth Jacobs was absent. **There was a quorum.** Staff members present were Chief Tom Phelps, Gwynn Irvin and Ray Hubbell. Volunteer President Marty Theurer was also present.

Guest Present: Jackie Robinson and Rick Robinson.

7:04 pm – Ries recessed the Board meeting and opened the Public Hearing to discuss the budget for the fiscal year beginning July 1, 2011 as approved by Philomath Fire and Rescue’s Budget Committee.

There were no comments

7:05 pm – Ries closed the Public Hearing and the Board meeting was reconvened.

II. ACTION ITEMS

- A. Approval of Minutes – **A motion was made by Baca, seconded by Glasmann to approve the minutes of May 2, 2011 as presented. Motion carried unanimously.**
- B. Approval of Bills – There was a question regarding duplication on the LOSAP payment. Irvin responded that there was a vendor change and one should have been voided. This reduced the bills by \$10,000. **A motion was made by Glasmann, seconded by Baca to approve payment of the April 2011 bills in the amount of \$58,202.71. Motion carried unanimously.**
- C. Approval of Budget Minutes – **A motion was made by Glasmann, seconded by Sleeman to approve the May 12th Budget minutes with the correction of the tax rate to \$1.5080. Motion carried unanimously.**
- D. Resolution 11-01- Adopting the Budget for Fiscal Year 2011-2012 and Appropriating Funds – Ries read Resolution 11-01. **A motion was made by Glasmann, seconded by Sleeman to approve resolution 11-01 Adopting the Budget for Fiscal Year 2011-2012 and Appropriating Funds in the amount of \$1,430,336. Motion carried unanimously.**
- E. Resolution 11-02 – Resolution Levying Taxes – Ries read Resolution 11-02. **A motion was made by Sleeman, seconded by Glasmann to approve Resolution 11-02 Levying Taxes for Fiscal Year 2011-2012 in the amount of \$1.5080/\$1,000. Motion carried unanimously.**

- F. Resolution 11-03 – Resolution Authorizing the Transfer of General Funds to Reserve Funds – **A motion was made by Baca, seconded by Glasmann to Transfer General Funds in the amount of \$26,000 to the Vehicle Reserve Funds effective July 1, 2011 to make the final payment on the vehicle lease. Motion carried unanimously.**
- G. Resolution 11-04 - Designation of registered Office and Agent – **A motion was made by Sleeman, seconded by Baca to approve Resolution 11-04 Designating Chief Tom Phelps as the Registered Agent. Motion carried unanimously.**
- H. Resolution 11-05 – Unanticipated Revenue Resolution – A grant for the Healthcare Preparedness Program was received to provide supplies for the emergency trailer. The funds had not been expected or budgeted. **A motion was made by Glasmann, seconded by Sleeman to adopt Resolution 11-05 to recognize the additional revenue and appropriate the funds in the amount of \$7,329. Motion carried unanimously.**
- I. Appointment of Civil Service Commission – The Civil Service Commission terms have expired. Terri Young has decided not to continue on the Commission. **A motion was made by Sleeman, seconded by Baca to reappoint Steve Bell for 2 years and Tom Plant for 3 years to the Civil Service Commission. Motion carried unanimously.** Phelps stated he will try and get in touch with Brian Steinke to see if he is interested in the vacant position.

III. PUBLIC COMMENT – There was none.

IV. OLD BUSINESS –

1. Community Vision Report – Phelps reviewed the vision report that Kevin Boyle provided. Sleeman inquired what the report means for buildings and stations. Phelps stated the report was taken directly from the goals put on the sheets at the community meeting. The bulleted items ranked the comments in importance under the goals. The Board will help in setting priorities and at the next Board meeting the members should map out plans for review of the District’s Master Plan.

2. Negotiating Team –Ries stated that the Board should not be involved in bargaining as this would make the meeting open to the public. Phelps stated he would like to include a Board member on the team and suggested Jacobs for the role. Phelps was given direction to put the team together and to continue working on the ground rules for negotiations. The Board consensus is to move forward.

V. STAFF REPORTS

- 1. President – Ries directed Phelps to get all Board information to new member Rick Robinson.
- 2. Fire Chief – Phelps

- Wren Hills Estate Update – The petition for annexation for Wren Hill Estates Phase II has been turned into Benton County. Phelps included the condition that the Board does not recommend annexation unless the subdivision is approved. Benton County Planning Director Greg Verret has agreed to approve the subdivision if all other conditions are met. Doug Rue has been able to get 15 of the 22 signatures to sign off on the CCR's requiring residential sprinklers. Phelps recommended that, once the CCR'S are in place, that the District annex the entire subdivision. There is a June 30th deadline for the subdivision to be approved. Phelps will contact the County in July to check on the status.
- New Fire Fighter – Jake Alguire has been hired to fill the vacant firefighter position and started work on May 23rd. Alguire comes from Sweet Home with lots of experience and will be an asset to the District.
- Bargaining Unit Update – Phelps stated he is working on the ground rules and that Jacobs is agreeable to being on the team.
- Tax Lot Project – Phelps stated he is working with Doug Sackinger at the County to identify boundaries. Staff firefighter Josh Sleeman has been conducting a review of our Fire District to identify tax lots that are out of our District paying taxes and tax lots that are in District, but not paying taxes. Most of these are along the edge of the District toward Wren. The County will be notified when the project is complete. Phelps stated that if the properties are paying taxes but out of the District they should be encouraged to be annexed and if so be done in groups which would be less expensive and have the Board pay the fees.
- School District Bond Projects – Phelps reported the School District has hired two persons to oversee the construction. The City of Albany will do the plans review for the City of Philomath thru an intergovernmental agreement, as they do the fire, life and safety reviews. Fire Marshal Hubbell will oversee the projects for the Fire District.

Ries brought up the public comments at the last Board meeting from John Berger about the cost of the ladder truck. Phelps stated that there will not be the same level of use and maintenance as in Corvallis and will probably give us 20 years of service. Berger also had stated that he had lot of resources that could benefit the District. Phelps stated that he had sent an email, but had no response. It was suggested that business owners are contacted to see if they might have staff available for training and would be available for calls during the daytime hours.

3. Secretary/Treasurer – Irvin reported the Revenues and Expenses are doing okay. Revenues from taxes are coming in higher than budgeted and will be added to the carryover. At the next Board meeting we will have to get new bank cards signed and elect a new treasurer/secretary. The run tracker report was reviewed. There was concern over a couple of calls that took over 20 minutes to leave the station and arrive at the scene. It was noted that these calls were during the middle of the night. Currently there is only 1 resident out of 3 that is available to drive and if he is gone the other 2 may have to wait for a driver to come from home before they can leave the station.

VI. REPRESENTATIVES REPORTS –President, Marty Theurer stated that during 1 am and 4 am it is hard to get people to respond to calls. Ries asked what would entice people to respond, Theurer responded he was not sure. Sleeman inquired if an ambulance is dispatched when there is a call, Theurer responded yes, and that they sometime will arrive before we do. The volunteers are going to be having a monthly family movie night at the station. They would like to see more family activities at the station and would be available for calls at that time also. At the monthly business meeting they have been discussing finances. The Treasurer Dan Kearn has gone thru the history and rebuilding what the volunteers have spent. He has set up 9 broad categories and since 2008 they have spent an average of \$8,562 per year from the allocated funds from the District Budget. They are working on getting a report together and would like to meet with President Ries and Phelps to discuss the budget.

VII. NEW BUSINESS - Good Bye to Reed - Ries thanked Glasmann for his 11 years of service to the Philomath Fire & Rescue Board of Directors and that he would be missed. Glasmann was presented with a plaque and gift certificate.

VIII. OTHER BUSINESS – There was none.

IX. ADJOURNMENT – The next meeting will be July 11, 2011. Meeting adjourned at 8:50 pm.

Tom Ries, President

ATTEST: _____

Secretary