

MINUTES OF THE REGULAR BOARD MEETING

OF

PHILOMATH FIRE AND RESCUE

September 1, 2011 Minutes

Philomath Fire & Rescue Board of Directors met in Executive Session Pursuant to ORS 192.660(2)(d) Labor Negotiations, to conduct deliberations with persons designated by the governing body to carry on labor negotiations; Press excluded according to ORS 192.660(4) prior to the regular Board meeting.

I. CALL TO ORDER/ROLL CALL

The Philomath Fire and Rescue Board meeting was called to order by Board President Tom Ries at 7:40 pm. Board members present were Larry Sleeman, Ruth Jacobs, Angie Baca, Tom Ries and Rick Robinson. **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 John Watkins.

ACTION ITEMS

A. Approval of Minutes – **A motion was made by Baca seconded by Jacobs to approve the minutes of August 1, 2011 as presented. Motion carried unanimously.**

B. Approval of Bills – **A motion was made by Jacobs, seconded by Sleeman to approve payment of the August 2011 bills in the amount of \$14,498.98. Motion carried unanimously.**

II. PUBLIC COMMENT – John Watkins reported that he had read the article in the paper about the fine that was received from the DEQ. Phelps responded the District had the floor replaced upstairs in Station 201 and there was a small amount of asbestos and we should have been a licensed asbestos person doing the job. Through a program that DEQ has, the District will be spending 80% of the fine on a local environmental education project.

III. BUSINESS –

1. Community Vision – The draft schedule for the review of the master plan was reviewed. Phelps will review the vision document and add to the sections of the current plan for the review. The Board will start the review at the October Board meeting.

2. Civil Service Commission – Michael Sage has submitted an application for the Civil Service Commission vacancy. Mr. Sage has been a resident of Philomath for 4 years and would like to serve the community. **A motion was made by Jacobs, seconded by Sleeman to accept Michael Sage's application and to appoint him to fill the vacancy on the Civil Service Commission. Motion carried unanimously.**

3. OFDDA/OFCA Conference – Irvin reported that all reservations have been made and will get copies to the Board prior to the conference.

4. Revised Training Officer Job Description – Phelps distributed a revised job description for the Training Officer. The Association is trying to make a decision if this position will be part of the union. Phelps reported that Legal counsel has reviewed the description and agrees with the language. Robinson asked if this change will cost the District more money. Phelps responded no, not at this time. Jacobs stated it is just adding duties to a position, not creating a new position. This will be brought to the meeting in October and put on as an action item.

V. STAFF REPORTS –

1. President –

- Volunteer Appreciation Dinner 2012. Ries had asked Volunteer President, Marty Theurer to see if the volunteers are still interested in having the appreciation dinner. Theurer stated that there is some concern that the funds could be spent in a different way. Ries stated he would get the Committee together and they would discuss this.
- Ries moved the Chief's Goals from other business up to his report. Ries stated that Phelps is still working on them. The next review will be in December.

2. Fire Chief – Phelps

- Wren Hills Estate Update – Phelps reported developer Doug Rue had submitted the restrictive covenants for all unsold lots and tracts of Wren Hill Estates to Benton County for recording. The County was unsatisfied with the exact wording. Rue will follow up with Benton County and provide a copy of the recorded covenants before Phelps submits the annexation petition.
- Bargaining Unit Update – Phelps stated the next bargaining unit negotiations will be on September 14th.
- DEQ – Phelps reported that the DEQ fine has been adjusted down to \$4,818. Phelps is currently working with Troy Woosley on developing a project in the community which will qualify for the DEQ's SEP Program. Under this program 80% of the penalty amount can be spent on a local environmental project and the other 20% paid to the DEQ.
- Tax Lot Project – Corrie Clark, with the Benton County Assessor's Office, is reviewing the evaluation of data done by Josh Sleeman. She is planning on doing a more detailed analysis of any disputed tax lots that were identified in Josh's review and will schedule a meeting when she is done so that we can move ahead.
- Station Design Project – Phelps reviewed the three station designs that have been submitted. Sleeman asked is a modular building could be used. Phelps stated he

would like to form a committee to discuss an addition to 201 and that he would like to seek bids for design as a prelude to seeking grant money for construction. Ries inquired about the cost of having plans drawn up. Phelps responded about \$8,000.

- Sprinkler Incentives – There is no new information.
- School District Bond Projects – Schools will be starting next week and they may be doing fire watch. The Middle School and Elementary school still have issues with the sprinklers. The permits have not been issued for the High School.

3. Secretary/Treasurer – Irvin reported that spending is conservative at this time. We are waiting until November when the tax payments start to arrive. Building maintenance has had some unexpected expenses and is running high.

The run tracker report was reviewed.

VI. REPRESENTATIVES REPORTS –President, Marty Theurer reported there have been a couple of volunteer resignations. Ries inquired if there is an exit interview done when someone leaves. Theurer responded no, that usually it is because someone leaves the District or they have conflicts with their schedules. Phelps reported that there will be volunteer interviews in the next week. There are three new residents, two at Station 201 and one at Station 203. The resident at 203 will come into Station 201 1 day a week.

VII. NEW BUSINESS - There was none.

VIII. OTHER BUSINESS – Ries asked Ray Hubbell if the Association had anything they wished to report. Hubbell responded, no, *but thanks for the opportunity*.

Phelps distributed locator maps of the Fire District that Josh Sleeman had prepared. A larger size is carried in all the vehicles.

IX. ADJOURNMENT – The next meeting will be on Monday, November 7, 2011. Meeting adjourned at 8:55 pm.

Tom Ries, President

ATTEST: _____

Larry Sleeman, Vice President