

MINUTES OF THE REGULAR BOARD MEETING

OF

PHILOMATH FIRE AND RESCUE

April 4, 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 and Angie Baca. J reed Glasmann was absent. Ruth Jacobs arrived a few minutes late. **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: Rick Robinson and Johnny Watkins

II. ACTION ITEMS

A. Approval of Minutes – **A motion was made by Baca, seconded by Sleeman to approve the minutes of March 7, 2011. Motion carried unanimously.**

B. Approval of Bills –**A motion was made by Baca, seconded by Jacobs to approve payment of the March 2011 bills in the amount of \$10,670.18. Motion carried unanimously.**

III. PUBLIC COMMENT –Watkins stated he did not feel the District was using funds wisely. This was in regards to the floor in the back section of the station. He felt that it would need heavier construction and cost more. He also commented on having to come back a month later to give his response. Ries stated this is a public meeting of the Board, not an open meeting to take comments except under the public comment section.

IV. OLD BUSINESS –

1. Community Visioning Event – Phelps stated that the meeting will be on Saturday April 30th at Clemens Primary School from 8:30 am to 3:00 pm. Lunch will be provided. Heather Engelman has agreed to donate her time to help with the planning. Marty Theurer went up and down Applegate and Main Streets putting up flyers. The next committee meeting is on the 11th. Phelps stated that he could get a vinyl poster from Creative Graphics to put on the sign outside the station for the event. Ruth discussed budget. No decision made at this time. People will be set up in groups with Kevin Boyle facilitating the sessions.

2. Firefighter Job Description Changes - The firefighter job description will be brought back to the May Board meeting.

3. Firefighter Hiring – There were over 107 applications for the position. The deadline for receiving applications was on March 31. Forty-nine did not complete the forms properly or did not have the skills. Three members of the staff reviewed and rated on skills and EMS levels. The

Civil Service Commission reviewed the top 20. They are inviting 14 back on April 23rd for panel reviews and Chief review. Bill Martin and Grant Moser are part of the panel. Marcia Gilson will have a skills station, Doug will have mechanical stations set up for testing. Ray will evaluate office skills

4. Bargaining Unit update – Phelps stated that in order to avoid hearing with a judge both parties agree to list any confidential employees who should not be included. Ries asked what the next step will be. Phelps stated they are waiting for any notification.

5. Budget Process Update – We are working on the budget. Won't hear about the insurance until the 18th of April, but won't be more than 4.25% increase for medical. PERS has increased our budget by approximately \$21,000. Workers Comp has an increase of about \$1500. Wages still have the step increases and incentive increases only.

6. Stair Project – Phelps stated that he sent the plans for the stairs in the back addition to the City/County and received a call that due to the ADA Title II, we would be required to spend an additional \$8000 as we would be increasing the square footage and added value of the building. That part of the building was built in 1992 and would need to incorporate any building changes made at that time. As a result we will not be adding the stairs.

Tape Over:

7. The building of the new security fence for the training grounds will begin tomorrow. Doug was able to save a little money as they will haul away the dirt at no charge. Up in the top corner by the museum there is an issue with their retaining wall. It has been suggested that barb wire be used in that area, Ries suggested that we check with our insurance company first.

VI. STAFF REPORTS

1. President – Ries had no report.

2. Fire Chief –

Fitness Center – Phelps stated we used the fitness card 212 times in 2010. Baca figured it costs about \$5 per day. They will mention the availability at the business meeting tomorrow night. Phelps stated they are still looking at consolidating the workout equipment at the station.

Board Training – The Board training is scheduled for May 18th. Sleeman will be gone and Baca is not sure at this time if she will be gone also.

Residents – Ian Pettengill, one of the station residents will be moving out by the end of April. There are three persons interested in moving in.

Station Changes – We will be making office changes for the staff at the station. The lunch room/lounge will be moved upstairs with the firefighters moving into that area downstairs. The temporary wall will be moved giving the Fire Marshal more room. The large table will be left downstairs to be used for smaller meetings. At this point Hubbell stated that the couch is in violation of the fire code since it is torn and will need to be moved out immediately. Hubbell has been looking at the furnishings for the upstairs. Ries stated he did not want to see it go over budget. Sleeman asked if there are grants available. Theurer stated that the volunteers may be interested in paying for part of the project. He will bring it up at the next business meeting. At this time the Board stated to go on with the move but to hold off purchasing the furniture for the upstairs.

3. Sec/Treasurer – Irvin reviewed the Revenue and Expenditure report with the Board. Sleeman stated he liked the format. Run Tracker was also included in the packet.

VII. REPRESENTATIVES REPORTS –President, Marty Theurer stated there 26 volunteer firefighters, 7 medical volunteers and 9 recruits at this time. The last recruit class will be doing the burn to learn on the 9th of April up in Wren. They will go from a black helmet to a yellow helmet, which will allow them to participate inside a house fire if needed.

VIII. NEW BUSINESS -

1. Ries reported about the Citizen complaint from the prior month regarding the lights on the vehicles. They are allowed to have their light on but shining no more than 75 feet. The Chief stated that Doug Lilja had a talk with the personnel driving the vehicles.

VIX. OTHER BUSINESS – The Chief reported he still has not figured out the power bill in Wren and this last month the meter was replaced.

X. ADJOURNMENT – The next meeting will be May 2, 2011. Meeting adjourned at 8:40 pm.

Tom Ries, President

ATTEST: _____

Larry Sleeman, Vice-President