

**Sublimity Fire District
Board of Directors Meeting Minutes
Wednesday, February 9, 2005**

Meeting called to order: 7:01 pm by Rick Kauffman

Members present: Rick Kauffman, Ralph Fisher, Jeff Kropf

Staff present: Amy Manning, Alan McMahan

Others present: Gene Ditter, Steve Garelli, Jerry Heater, Tim Heater

Additions/Deletions to Agenda: Chief McMahan wanted to add a review of the Chief's Hiring Process under New Business.

Citizen Comments: None

Volunteer Association Input: Lt. Ditter announced there was nothing new at this time.

Reading of Minutes: Fisher wanted it added to the New Business section of the minutes from January 12, 2005 that he and Rychard saw a merge with Stayton as the least desirable option. Motion by Fisher, second by Kropf to approve minutes for January 12, 2005 with aforementioned corrections. Motion carried. Unanimous.

Communications: The District received a letter from Dr. Foster, who wished to discontinue his service as the District's medical adviser. Chief explained that this was due to a few misunderstandings, and that he met with Dr. Foster and cleared everything up. He will continue to be the District's medical adviser. The packet included thank-yous for various donations, as well as a certificate for a free ride to school on a fire engine for the Sublimity School Parent Club Auction. There was a letter to Dr. Jeff Gries explaining the benefits of a key lock box. There was also a reminder to board members whose terms are coming to an end to file for re-election.

Payment of Bills: Chief reviewed budget expenditures and noted that collections had been extraordinarily good this year. He also noted that the budget report now reflects the opening balance. Motion made by Fisher to approve payment of bills for January. Motion seconded by Kropf. Motion carried. Unanimous.

Chief's Report: Chief McMahan reviewed alarms for 2005, which are down. However, calls at Marian Estates are up. He also distributed a handout outlining the cost of a new firefighter (about \$3214.90). Chief explained that the volunteer recruiting effort was cut short because area departments decided to only hold 1 Recruit Academy a year, instead of the two they had been planning to host. Chief said that the District will continue to try and recruit for the spring and would do the training within the department. He also mentioned that there are a couple of new members.

Old Business: None.

New Business: Chief distributed a handout regarding the Norpac Refund and noted that the District shouldn't feel a hard hit, losing approximately \$10,000 because of it. He explained that the District was denied a FEMA Grant for the third year in a row, and that the District applied for funding through the McDonald Foundation to buy new turnouts and boots but was denied. He reminded the Board of the need to appoint a budget officer. Fisher made a motion to appoint Chief McMahan as budget officer. Kropf seconded. Motion carried. Unanimous. Fisher also made a motion to adopt the budget calendar as presented. Kropf seconded. Motion carried. Unanimous. Fisher reminded the Board of the need to appoint two more budget officers. He suggested posting a public announcement. This was followed by general discussion of the chief's hiring process, with Chief McMahan passing out a possible timeline for such a process. There was also general discussion on where to go with the newly formed goals of the department. Board Members wanted to adopt these goals right away to show that they're serious about making changes. Kauffman commented that he was impressed with the discussion leading up to the goal forming process. The Board decided to schedule a Special Meeting for Monday, February 28, 2005 at 7pm to work on mission, vision, and values, along with Chief's hiring process.

Good of the Order: The Annual Awards Banquet & Dinner is Saturday, February 19, 2005, at the Union Hill Grange, with happy hour at 6pm, followed by dinner at 7pm. Kropf announced that if he gets a nighttime radio show, it will be 5 days a week from 7-10pm and will cause a conflict with board meetings. Garelli mentioned that the Association has decided to table the idea for a storage facility for now.

Adjourn: Motion made by Kropf to adjourn, seconded by Fisher. Meeting adjourned at 7:50pm.

Respectfully Submitted by Amy Manning

Approved by Rick Kauffman