

**Sublimity Fire District  
Board of Directors Meeting Minutes  
Wednesday, April 12, 2006**

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**Meeting called to order:** by Kyle Amsberry at 7:02 p.m.

**Members present:** Kyle Amsberry, Ralph Fisher, Rick Kauffman, Gary Rychard

**Staff present:** Chief Tim Frost, Office Administrator Amy Manning

**Others present:** None

**Additions/Deletions to Agenda:** *Additions:* Old Business—Health Insurance renewal rates; New Business—Workers' Compensation rates

**Citizen Comments:** None

**Volunteer Association Input:** None

**Reading of Minutes:**

**MOTION:** Rick Kauffman moved to approve the minutes for March 8, 2006.  
Gary Rychard seconded. Motion passed; a voice vote was unanimous.

**Communications:**

Chamber Guide photo: A photo from Sublimity's Christmas Tree Lighting was featured in the Stayton-Sublimity 2006 Chamber Guide.

Our Town article: Gary Rychard was chosen as Sublimity's First Citizen.

Stayton Mail BTL coverage: The Stayton Mail ran an article about the burn to learn on Main Street.

**Payment of Bills:** Chief Frost and Amy Manning reviewed expenditures for the board.

**MOTION:** Ralph Fisher moved to pay the bills. Rick Kauffman seconded.  
Motion passed; a voice vote was unanimous.

**Chief's Report:**

Alarms: Chief Frost reviewed alarm totals with the board.

Dispatch center update: There was brief discussion about the new dispatch center and its upcoming opening.

**Old Business:**

Spirit Mountain grant: Chief Frost explained that the Spirit Mountain grant is completely expended. The district received \$50,000 for the grant and contributed \$5,544 for the 10% match. Chief Frost reviewed the expenditures. The district is still waiting on the arrival of its new turnouts.

-Rick Kauffman asked if the district would be sending a note of appreciation.

-Chief Frost said that Spirit Mountain would be sending a professional photographer to take pictures of the new equipment and gear.

-Gary Rychard asked what the plan was for the old turnouts.

-Chief Frost said that the best of the old turnouts would be kept as backup turnouts, and the rest would be declared surplus and donated. He noted that an OR-OSHA inspector has said that turnouts generally have about a five-year lifespan.

Health insurance rates: Amy explained that the renewal rates for health/dental insurance were much lower than expected, with only a 5.34% increase.

### **New Business:**

AFG grant re-cap: Chief Frost reviewed the grant request recently submitted for the Assistance to Firefighters Grant (AFG). He explained that he had built the grant match into the capitol outlay portion of the budget because, even if the grant attempt is unsuccessful, the district will still need to expend money for some of the requested items/repairs.

-Kyle Amsberry asked Chief Frost about the district's chances of getting a grant.

-Chief Frost was very confident.

-The board commended Chief Frost and Amy on their grant writing efforts.

Budget committee members: Amy explained that two of the three budget committee members whose terms are up this year are not able to continue serving the district.

-Gary Rychard suggested Jim Crowther.

**MOTION:** Gary Rychard moved to appoint Jim Crowther and Mark Jensen to the budget committee for a three-year term. Ralph Fisher seconded. Motion passed; a voice vote was unanimous.

**MOTION:** Ralph Fisher moved to appoint Matt Rausch to the budget committee for a three-year term contingent upon his acceptance. Rick Kauffman seconded. Motion passed; a voice vote was unanimous.

Employee evaluations: The board was pleased with the example. They felt it was a good, simple evaluation that allowed for the establishment of goals/projects, etc.

-Gary Rychard asked when goals should be established.

-Kyle Amsberry felt that a good time would be toward the end of the fiscal year.

-There was discussion about who would complete Amy's evaluation because she works for the board but works daily with the fire chief.

**MOTION:** Gary Rychard moved to approve the employee evaluation form as presented. Rick Kauffman seconded. Motion passed; a voice vote was unanimous.

-Chief Frost requested that the board fill out his evaluation before the next meeting.

-Kyle encouraged the chief and Amy to come up with some goals for next year.

Workers' Compensation rates: Amy explained that, currently, the district is paying the minimum amount for "assumed monthly volunteer firefighter wage." (\$800/month) If someone had to file a workers' compensation claim, he/she would be paid at two-thirds that rate (\$536/month).

-Gary Rychard felt that \$800/month was awfully low.

-Kyle Amsberry asked what the district could afford to pay.

-Chief Frost noted that, if spending continues at its current rate, the district will have about \$3,000 to spare in materials & services at the end of the fiscal year. He felt that the money was there, but that perhaps it would be possible to make the change as a two-phase approach, with an increase this year and an even larger increase next year.

- Kyle noted that firefighting isn't a very safe job. Volunteers have other responsibilities, like families and jobs. The district/board needs to do everything it can for them.
- Gary asked if any data gathering research had been done as to what the volunteers make at their actual jobs.
- Staff responded that no such research had been done.
- Kyle suggested the board go to \$2,000 this coming year and \$3,000 the following year.
- Chief thought that maybe he could build the costs into this next year's budget and somehow have the costs increase in July.
- Gary asked if the district could afford switching to \$2,500 now.
- Rick was concerned about making too high a jump that the district couldn't afford and then having to cutback the program in the future.

**MOTION:** Gary Rychard moved to increase the workers' compensation payment to cover an assumed monthly volunteer firefighter wage of \$2,000. Ralph Fisher seconded. Motion passed; a voice vote was unanimous.

- The board decided to re-evaluate the matter in July.
- Kyle wanted to send the message to the volunteers that the board genuinely cares about their well-being.

**Good of the Order:** None

**Adjourn:**

**MOTION:** Kyle Amsberry moved to adjourn the meeting. Ralph Fisher seconded. Motion passed; a voice vote was unanimous. Meeting adjourned at 8:05 p.m.

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**Respectfully Submitted by Amy Manning**

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**Approved by Kyle Amsberry**