

**Sublimity Fire District  
Board of Directors Meeting Minutes  
Wednesday, June 14, 2006**

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**Meeting called to order:** by Kyle Amsberry at 7:00 p.m.

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

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

**Others present:** Gene Ditter, Tim Heater, Tammy Fitch

**Additions/Deletions to Agenda:** Addition – board elections

**Citizen Comments:** None

**Firefighters Association Input:** Gene Ditter let the board know that the association would be hosting the Cowboy Breakfast this year for two days instead of one.

**Reading of Minutes:**

**MOTION:** Gary Rychard moved to approve the minutes for May 10, 2006.  
Ralph Fisher seconded. Motion passed; a voice vote was unanimous.

**Communications:** The district received a dividend check from SCTC.

**Payment of Bills:** Chief Frost and Amy Manning reviewed expenditures for the board. Chief Frost said the estimated carryover was \$40,000.

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

**Chief's Report:** Chief Frost reviewed alarm totals with the board.

**Old Business:**

*Workers' Compensation Insurance:* Tammy Fitch, a workers' compensation specialist from Wilson Heirgood Insurance, made a PowerPoint presentation in which she outlined options for the board in making changes to the district's workers' comp and disability policies. She explained state and federal guidelines and helped the board understand how changes would affect volunteers falling into the categories of self-employed, retired/unemployed/student and employed (already covered by workers' comp). With the current policies, the district falls short in taking care of its self-employed volunteers.

-Kyle Amsberry felt that it was important to ensure that the volunteers are made whole as much as possible when hurt. The board has an obligation to take care of its people as much as possible so those people can take care of the rest of us.

**MOTION:** Jeff Kropf made a motion to increase the volunteers' assumed monthly wage to \$1,500 for the workers' comp policy and the weekly benefit to \$1,000 for the disability policy with the change taking effect on July 1, 2006.  
Ralph Fisher seconded. Motion passed; a voice vote was unanimous.

*FlexTRAN:*

Chief Frost and Amy explained that the district only needs to borrow \$100,000 this year, \$70,000 less than last year.

**MOTION:** Gary Rychard made a motion to approve the 2006-07 FlexTRAN resolution as presented. Rick Kauffman seconded. Motion passed; a voice vote was unanimous.

### **New Business:**

SAFER Act: Chief Frost explained that the purpose of the SAFER Act was to supplement paid positions in a department. NFPA 1720 is the response standard for rural departments. Sublimity is currently meeting that standard only 70% of the time on fires. The chief feels that the problem is that the district doesn't always have an available engineer to drive then engine. The district needs someone here at all times that is an engineer. Chief Frost then discussed the budget issues and options for the board if the district applies for the grant.

-Jeff Kropf asked about the probability of actually getting the grant.

-Chief Frost felt that the district has a good shot. In researching response times, it shows a real need for these positions.

-Gary Rychard asked what would happen if the district were to staff the positions and then lost volunteers because of it.

-Chief Frost said that that would always be a risk. He noted that the district wasn't getting the engine out now anyway.

-Jeff asked several questions relating to the budget. He wanted to know if the district would have trouble coming up with the funds in the later years of the grant.

-Chief Frost felt that increases in assessed value would be sufficient. Growth should take care of the positions.

-Ralph Fisher said that budgetary discipline would be very important.

-Chief Frost suggested a possible local option levy in the future to support the operating expenses.

-Kyle asked about the possible impact on volunteers.

-Chief Frost said that the positions would be maintenance firefighters. They would be in charge of taking care of the equipment, facilities, etc. It would lighten the load for the volunteers.

-Gary asked about the impact on the intern program.

-Chief Frost felt there would be no real impact. It would more likely create a three-person shift, with one paid employee and two students.

-Ralph asked how much money the grant would provide over the five-year span.

-Chief Frost said \$207,000.

-Jeff wanted to know how the grant would bring the district into compliance with NFPA 1720.

-Chief Frost said that it will get three people out the door and on scene within the time limit. It will eliminate the time spent waiting for an engineer.

-Ralph asked what would happen if the district couldn't meet the requirements of the grant. Would the district be forced to pay back the money?

-Chief Frost said that if the district were to run out of money, it would not be forced to pay back the grant.

**MOTION:** Ralph Fisher moved to authorize the chief to proceed with the SAFER Act grant application. Jeff Kropf seconded. Motion passed; a voice vote was unanimous.

Budget Hearing: Kyle Amsberry opened a public hearing to discuss the budget at 8:30 p.m. There were no comments, so the hearing was closed at 8:31 p.m.

**MOTION:** Gary Rychard made a motion to approve Resolution 06-07.01. Ralph Fisher seconded. Motion passed; a voice vote was unanimous.

Surplus equipment: Chief Frost presented the board with a list of equipment that the district no longer needs. If declared surplus, some of it will go to Chemeketa Community College, while some of it will go to smaller rural districts with very small budgets. He noted that after donating the surplus equipment, the district would still have 16 extra sets of usable turnouts.

**MOTION:** Gary Rychard moved to declare the proposed property surplus. Ralph Fisher seconded. Motion passed; a voice vote was unanimous.

New Security System: Chief Frost and Amy explained the proposal for a new secure entry system. Members would carry a scan card to use to enter the station. This system would include a computer program that allows the user to see who has scanned in. It would allow for more accountability and ensure a more secure station. -Tim Heater was unhappy with the idea because it meant something additional he would have to carry with him to enter the station. He voiced strong opposition to the issue.

-Rick Kauffman declared a possible conflict of interest in discussing the use of SCTC capitol credits because his wife works for the phone company.

**MOTION:** Gary Rychard made a motion to approve use of the district's capitol credits to improve security systems at both stations. Ralph Fisher seconded. Motion passed; a voice vote was unanimous.

Elections:

**MOTION:** Rick Kauffman nominated Ralph Fisher for the position of Secretary/Treasurer. Gary Rychard seconded. Motion passed; a voice vote was unanimous. (Gary is now president and Jeff is now vice-president.)

**Executive Session:** The board closed the meeting and went into executive session at 8:45 p.m., pursuant to ORS 192.660(1)(e). The board went back into open session at 9:00 p.m.

**Good of the Order:** There will be a Board's Duties & Responsibilities Workshop next week.

**Adjourn:**

**MOTION:** Gary Rychard moved to adjourn the meeting. Rick Kauffman seconded. Motion passed; a voice vote was unanimous. Meeting adjourned at 9:05 p.m.

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Respectfully Submitted by Amy Manning

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Approved by Kyle Amsberry