

**Sublimity Fire District  
Board of Directors Meeting Minutes  
Wednesday, September 13, 2006**

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**Meeting called to order:** by Gary Rychard at 7:07 p.m.

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

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

**Others present:** Gene Ditter, Van Schoenborn, Mike Fletcher

**Additions/Deletions to Agenda:** Chief Frost added discussion on the budget to Old Business. Amy Manning added discussion on PERS contributions to Old Business.

**Citizen Comments:** None

**Firefighters Association Input:** Gene Ditter mentioned the success of the Cowboy Breakfast. The Association profited over \$2000. Gary Rychard thanked the Firefighters Association for being on standby during the Harvest Festival.

**Reading of Minutes:**

**MOTION:** Rick Kauffman moved to approve the minutes for July 12, 2006. Kyle Amsberry seconded. Motion passed; a voice vote was unanimous.

**Communications:** The district received a thank you from Ron & Marty Hornback for its role in putting out their house fire. It also received two thank yous from Wallowa Lake Fire for the donation of surplus equipment.

**Payment of Bills:** Chief Frost and Amy Manning reviewed expenditures for July and August for the board. There was discussion about the format of the budget report. Chief Frost and Amy will review any charges that are out of the normal range or over \$5000.

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

**Chief's Report:** Chief Frost reviewed alarm totals with the board. He noted that because of the heat, there were more fires last month. There had been some suspicious stack fires in the district. He added that he felt the Cowboy Breakfast had been very successful and a good time. He would encourage more of the association to take part. Also, the fire district had allowed the Santiam Memorial Hospital Auxiliary to use the station for a breakfast during the Harvest Festival. That breakfast made around \$1200.

**Old Business:** Chief Frost and Amy discussed the new access control system. Key FOBs and cards had been distributed. The only delay was in installing the computer program on the district's new laptop. Most of the membership has been happy with the system.

**Budget discussion:** Chief Frost explained that, because of a clerical error, the district will be \$2,268 short in collecting bonded debt. The options are to correct it or absorb it in the general fund. Gary Rychard asked for the chief's recommendation. Chief Frost felt that it would be an easy fix.

**MOTION:** Ralph Fisher moved to send a letter to the Marion County Tax Assessor correcting the district's LB-50. Kyle Amsberry seconded. Motion passed; a voice vote was unanimous.

PERS contributions: Amy Manning explained that the IRS had made some changes and now required the board to officially state that the district would be paying the employer-paid and employee-paid portions of PERS contributions.

**MOTION:** Rick Kauffman moved to pay and continue to pay the employee-paid portion of PERS contributions. Ralph Fisher seconded. Motion passed; a voice vote was unanimous.

**New Business:**

9-1-1 Center backup: Mike Fletcher, 9-1-1 Center director, approached the board with a proposition for Station 51 to become the back-up dispatch center. It is a logically, geologically, and hydrologically a better place for the dispatch center. It would not involve any expense on the part of the district. It would involve minimal invasion into district space. The dispatch center would only need space and the right to access.

- Gary Rychard encouraged board members to go see the new dispatch center. He also commended Mike Fletcher on the great job opening the new center.

- Kyle Amsberry felt that it made perfect sense to move the backup dispatch center to Station 51. Rick Kauffman agreed.

- Gary mentioned that it would enhance the district's ability to get grants.

There were no board objections or concerns regarding the idea.

**MOTION:** Kyle Amsberry moved to make the Sublimity Fire District building and grounds available as the official backup to the 9-1-1 Center. Ralph Fisher seconded. Motion passed; a voice vote was unanimous.

Apparatus Replacement: Chief Frost presented the board with his idea for an apparatus replacement schedule. He felt that tenders/engines should last about 30 years, while rescues should last about 15 years. The district is in good shape equipment-wise. Brush 52 is a little older and some problems with it have surfaced. There are two ways to replace equipment: out of the budget, or through a bond levy. Chief Frost feels that the sub-station needs a 4-door vehicle that operates as both a rescue and some type of engine. Kyle Amsberry was very happy with the planning.

OFDDA/OFCA Joint Conference: Coming up Nov. 9-11, Embassy Suites, Portland.

**Good of the Order:** Amy Manning explained some of the new changes to the district Web site, as well as the newsletter. Chief Frost pitched the idea of a quarterly community-wide newsletter.

**Adjourn:**

**MOTION:** Rick Kauffman moved to adjourn the meeting. Kyle Amsberry 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 Gary Rychard