

**Sublimity Fire District
Board of Directors Meeting Minutes
Wednesday, March 14, 2007**

Meeting called to order: by Gary Rychard at 7:00 p.m.

Members present: Rick Kauffman, Gary Rychard, Ralph Fisher, Kyle Amsberry (10 min late), Jeff Kropf (45 min late)

Staff present: Chief Tim Frost, Office Administrator Amy Manning

Others present: Gene Ditter, Brandon Hamilton

Additions/Deletions to Agenda: A letter from the 9-1-1 center and an article from a newspaper in Ohio were added to Communications; discussion on the G.I. rig was added to the Chief's Report; and election reminders were added to Good of the Order.

Citizen Comments: None

Firefighters Association Input: Gene Ditter said that everyone who went was very pleased with the banquet. He noted that things were pretty quiet for the association right now, but will pick up soon in preparing for the year's events.

Reading of Minutes:

MOTION: Rick Kauffman moved to approve the minutes for February 21, 2007. Ralph Fisher seconded. Motion passed; a voice vote was unanimous.

Communications:

Stayton Mail: The newspaper ran an article about the recent AFG grant award.

Marion County: The district received a letter from the county requiring the annual pumping of the septic tank at the sub-station. This will cost the district a \$25 fee payable to the county, plus the cost of the actual pumping of the tank.

9-1-1 Director: 9-1-1 Center Director Mike Fletcher submitted his resignation. Stayton Fire Chief Jack Carriger will continue to fill the role of interim director until Mr. Fletcher is officially replaced.

Fairfield FF article: A firefighter in Fairfield, Ohio, was convicted of manslaughter charges in the death resulting from an MVA with a car while he was driving an engine.

Payment of Bills: Chief Frost and Amy Manning reviewed expenditures for February for the board. Gary Rychard noted that the Drift Creek power bill was approx. \$250/month. There was discussion on how to reduce the bill.

MOTION: Ralph Fisher moved to pay the bills for February. Kyle Amsberry seconded. Motion passed; a voice vote was unanimous.

Chief's Report:

Alarms: Chief Frost reviewed February alarm totals. There was discussion on the implementation of EMD. Chief Frost and Gene Ditter explained the process of creating the dispatch cards. There will be a monthly review of the system.

Dispatch Costs: Dispatch costs for the next year will go down \$5000. They will go down even more next year with the reduction in calls.

GI Vehicle: There were no brakes again when the GI went in for its annual service. In the last 10 years, the rig has logged 1700 miles, but has had constant brake problems. Chief Frost said that the GI rig was in better shape than any he's ever seen—except for the brakes. There is liability in keeping the rig because it has a well-documented

history of brake problems. There was discussion on what to do with the rig. Gary Rychard felt that there was too much history with it that shows it probably won't be a one-time fix. Chief Frost will continue his evaluation of the problem and make a recommendation at the next board meeting.

Old Business:

Driving Policy: Tammy Fitch from Wilson-Heirgood sent an e-mail commending the chief and the board on the driving policy draft.

MOTION: Rick Kauffman moved to adopt the emergency vehicle driving policy as presented. Kyle Amsberry seconded. Motion passed; a voice vote was unanimous.

Kyle Amsberry requested a sexual harassment policy with the same requirement that employees sign a form stating they have understood and completed the training.

Chief Evaluation: Gary Rychard was very pleased with Chief Frost's performance. He stressed the chief's vision, passion and commitment to the department as major high points. All of the board members were pleased with the chief's performance. The board reviewed the chief's wage/benefit recommendations for 07-08.

MOTION: Jeff Kropf moved to approve a 2.5% cost of living adjustment (COLA) and a 3% merit raise for the fire chief for FY 2007-08. Ralph Fisher seconded the motion. Motion passed; a voice vote was unanimous.

MOTION: Ralph Fisher moved to approve a 2.5% COLA and a 5% merit raise for the office administrator for FY 2007-08. Kyle Amsberry seconded. Motion passed; a voice vote was unanimous.

Jeff Kropf wanted it reflected in the minutes that he would have voted against the driving policy for reasons stated at previous meetings.

New Business:

Budget Calendar: The chief presented the board with the tentative budget calendar. The district needs one more person to serve on the budget committee. The board decided to advertise for budget committee members on the readerboard.

Workers' Compensation Resolution: Amy explained that SDAO sent the district a letter stating that to continue workers' comp coverage, the district must pass a resolution regarding who exactly will be covered by workers' comp insurance and electing to provide worker's comp coverage.

MOTION: Jeff Kropf moved to approve Resolution #07-01 to extend workers' compensation coverage to board members, public safety volunteers and other volunteers. Rick Kauffman seconded. Motion passed, unanimous.

Good of the Order: Amy reminded the board about the open house on June 2nd. There was also a reminder about elections deadlines.

Adjourn:

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