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**Aumsville Rural Fire Protection District**



**490 Church Street, P.O. Box 247, Aumsville, Oregon 97325-0247**

**(503) 749-2894 Fax (503) 749-2182 - Email** **admin@aumsvillefire.org******

**BOARD OF DIRECTORS MEETING**

490 Church Street, Aumsville

February 09, 2017

Minutes

Call to order: Meeting called to order by President Heffner at 1804 hours (6:04 pm).

Attendance:

*Board members:* Garvin Smith, Michael Heffner, Wayne Kuhl, Robert Garrison, Rachel Fellis
*Staff:* Chief Terrill Isaak, Assistant Chief Brad McKenzie, Apparatus Maintenance Officer Chris Lorenz, and Office Administrator Trish Lutgen

Volunteers: Odas Coleman, Brad Buchholz, Ryan Stevens, Nic Schrock

Flag salute: Completed.

Approval of Agenda: President Heffner requested SDAO information be added to new business item 5. **Action:** *Motion was made by Director Garrison to approve the agenda as presented along with the requested addition, motion seconded by Director Fellis. And, with no discussion or changes the motion carried unanimous.*

Minutes: Board Minutes from Special Session February 1, 2017. **Action:** Motion to approve minutes as presented with no changes by Director Kuhl, motion seconded by Director Smith. And, with no discussion the motion passes unanimous.

Secretary/Treasurer’s Report: as presented in the packet.

Public Comment (Agenda Items): None.

Old Business:

1. Policies chapter 4 & 8. Distributed the final approved policies to each board member.
2. Tablet pricing. Distributed additional quotes for utilizing the tablets with the server. Discussion occurred and President Heffner suggested waiting until the budget cycle. **Action:** A motion to table the purchasing of tablets for the board and readdress next month was made by Director Kuhl, motion seconded by Director Garrison. Discussion occurred around quantifying the cost for board packets. It was stated that copies are .01 for black and white and .05 for color. The motion passed unanimous.

New Business:

1. Audit results. The audit results and letter were distributed to the board members. Chief Isaak stated that there was nothing out of the ordinary reported.
2. Tablet policy: The board requested a couple of changes to the policy. Action: A motion was made to table the policy until next month was made by Director Kuhl, motion seconded by Director Smith. And, with no discussion the motion passes unanimous.
3. Adding a new signer: Discussion occurred in regards to the Chief’s resignation. Action: A motion was made to add Brad McKenzie to all bank and Department of Revenue accounts and remove Chief Terrill Isaak by Director Garrison, motion seconded by Director Kuhl. And, with no discussion the motion passes unanimous.
4. OFDDA Board Roster Update form. The form was passed around to all the directors to be sent back to OFDDA.
5. SDAO. Discussion occurred regarding the option for replacing Chief Isaak that were made available by SDAO.

Chief’s report: Director Kuhl asked for clarification on the number of calls for the month. Assistant Chief McKenzie stated that the number of calls for the month were 74.

Volunteer Association: No report.

Information:

Correspondence: Email from the State Fire Marshall’s office regarding the eclipse in August.

Good of the Order: The board received the brochure from SDAO regarding the Insurance discounts available and SDAO’s flyer on the upcoming trainings.

Minutes: Board meeting minutes January 11, 2017. **Action:** *Motion to approve minutes as presented with no changes by Director Kuhl, motion seconded by Director Fellis. And, with no discussion the motion passes unanimous.*

Public Comment (other than agenda items): Volunteer Fire Fighter Odas Coleman read a letter regarding the Board’s need to address the issue of Chief turnover, lack of unity and trust within the volunteers, and the lack of guidance from the Board.

Executive Session: Per ORS 192.660 (2)(i), the board went into executive session for evaluation of the fire chief at 1906 hours (7:06 pm). The Board returned from executive session at 2016 hours (8:16 pm).

Next Meeting Date:

1. Per ORS 192.660 (2)(i), to review the Chief’s evaluation, a special Board meeting to occur on February 23, 2017 at 1800 hours (6:00 pm).
2. The next regular meeting to occur on February 9, 2017 at 1800 hours (6:00 pm) at 490 Church Street, Aumsville, OR 97325.

Adjourn: **Action:** *Motion to adjourn by Director Garrison, motion seconded by Director Smith. And, with no discussion the motion carried unanimous adjourning the meeting at 2020 hours (8:20 pm).*

Secretary \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Michael Heffner, President \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_