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**Aumsville Rural Fire Protection District**



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

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**BOARD OF DIRECTORS REGULAR MEETING MINUTES**

490 Church Street, Aumsville

February 13, 2020

Call to order: Meeting called to order by President Garrison at 18:36 hours or 6:36 p.m.

Attendance:

*Board members:* Wayne Kuhl, Joshua Phillis, Rachel Fellis, Garvin Smith, and Robert Garrison

*Staff:* Chief Roy Hari and Office Administrator Trish Lutgen

*Volunteers:* Jenn Bratton and Brad Buchholz

Flag salute: Completed.

Agenda: Director Garrison would like to add the Budget Committee, Budget Calendar, and Appoint the Budget Officer to the agenda. We will be removing the promotion as the badge and helmet are on order. **Action:** *Director Kuhl made a motion to approve the agenda with the changes, seconded by Director Phillis. Motion carried unanimous*.

Minutes: January 9, 2020 Board Minutes. **Action*:*** *Director Kuhl made a motion to approve the January 9th minutes as presented, seconded by Director Fellis. Motion carried unanimous.*

Treasurer Report: As presented in the packet. Trish stated that nothing has really changed since last months report other than they received the money ($5000) for the Safety and Security Grant for the new door access and ID badge system plus the $1000 for the sale of the Pole Barn.

Volunteer Association: No volunteers to report. Chief stated that the awards banquet was scheduled for March 14th and Trish handed out invitations.

Public Comment: None

Old Business:

1. Knight Property: The burn-to-learn is scheduled for April 19th. The pole barn will be removed by the end of the month. The Calendar Committee met to discuss the timelines and that we would shoot for putting the bond on the May 2021 election with November 2021 being a “safety net” date. Chief stated that Trish had a really good idea of turning the burn-to-learn into an open house to discuss the bond. President Garrison talked about the survey. Director Smith stated that the last time we went for a bond a telephone firm was hired to help pass the bond. Director Kuhl stated that we need to make sure we include a line for advertisements in the budget.
2. Policy 8: Trish gave a brief overview of section 8.1. In addition to the changes that Trish presented, Director Fellis wanted “board members” removed in the first paragraph and the last sentence removed in the second paragraph as both items were redundant. **Action:** *Motion to adopt 8.1 Personnel Policies and Procedures section with amendments made by Director Kuhl, motion seconded by Director Smith. Motion carried unanimous.* Trish went over the recommended changes presented in the board packet to section 8.3 Appointments, Qualifications and Separation for the board to review.

New Business:

1. SDAO Conference: Director Kuhl went over the sessions he attended*.* He thought it was a great attendance. Trish had a list of stuff to work on from the conference.
2. Budget Committee: Trish informed the Board that the two budget committee members whose terms were up; Crystal Kluver and Katheryn Nichol were both interested in keeping their positions. **Action:** *Motion to approve the 2020 Budget Committee and appoint Crystal Kluver and Katheryn Nichol as budget committee members for a three-year term made by Director Fellis, motion seconded by Director Kuhl. Motion carried unanimous.*
3. Budget Calendar: As presented in packet. **Action:** *Motion to approve the 2020-21 Budget Calendar made by Director Fellis, motion seconded by Director Phillis. Motion carried unanimous.*
4. Budget Officer: **Action:** *Motion to approve Chief Hari as the Budget Officer made by Director Kuhl, motion seconded by Director Phillis. Motion carried unanimous.*

Chief’s Report: Chief reported that there was a nasty fire in Sublimity’s District that affected a family with 10 children. We were first in with Stormie Morlan in command. She did a really good job. There was a fatal on Olney, single car fatality. We had a baby, congratulations to Chris and Anna Lorenz. Baby Elaina is a welcome addition to the District family. We currently have 5 people in academy. We will be sending the Utility to surplus. Whitney has not submitted a formal resignation, but we are expecting him to be gone by March 15th. There will be a move of people. We are now having volunteers moving through the Part-time Program which is a good thing for us. We are getting our name on the map.

Good of the Order: Director Smith stated that the plaques out in the bay need to be updated.

Director Garrison stated that the January 28th pizza party was a great way to celebrate Oregon’s Fire Service Appreciation Day. It was well received.

Public Comment: None

Next meeting is March 12, 2020 at the Aumsville station at 1830 hours or 6:30 p.m.

Adjourn: **Action:** *Motion to adjourn by Director Kuhl, motion seconded by Director Fellis. Motion carried unanimously adjourning the meeting at 1941 hours (7:41 p.m.).*

Rachel Fellis, Secretary \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Robert Garrison, President \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_