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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 MEETING MINUTES**

490 Church Street, Aumsville

JANUARY 11, 2018

Call to order: Meeting called to order by President Kuhl at 1800 hours or 6:00 pm.

Attendance:

*Board members:* Wayne Kuhl, Rachel Fellis, Robert Garrison and Stephanie Stafford

*Staff:* Chief Roy Hari, Assistant Chief Brad McKenzie, Mechanic/Firefighter Chris Lorenz and Office Administrator Trish Lutgen

*Volunteer firefighters:* Stormie Morlan, Mark Noack, Janet Schaefer, Ryan Stevens and Robert Surette

Flag salute: Completed.

Approval of Agenda: Chief Hari requested that the Civil Support Team presentation for this month be moved to before the Minutes. There were also several items to add to the Good of the Order including the Article covering the California fire, station jackets and donations. LOSAP to be added under old business. **Action:** *Motion to approve the agenda with the changes made by Director Garrison, motion seconded by Director Fellis. Motion carried unanimous.*

102 Civil Support Team Presentation: Chief introduced Sgt. Jeff Mayes and Jake Durrant who presented on the services the Civil Support Team offers to our district free of charge. The Civil Support Team is federally funded and are an Oregon based team. Not only does the team work with chemical exposures, but narcotics as well as natural disasters. The team can help map plumes. The team can be reached through Oregon Emergency Response System at 1-800-452-0311, which has a 90-minute departure time. The can also be called directly. They will train with civilian stakeholders both public and private. They will work with Chief Hari to set up a training with Aumsville.

Minutes: **Action:** *Motion to approve the December 14, 2017 minutes as presented made by Director Fellis, motion seconded by Director Garrison. Motion carried unanimous.*

Secretary/Treasurer’s Report: As presented in packet.

Volunteer Association: Lieutenant Surette stated that they were here, and had a crew in California. Firefighter Morlan stated there is an awards banquet coming up. The board will be given the date. Chief Hari stated that he sent out an email on budget needs. He also stated that he sent out an email on how the volunteers would like their emergency contacts notified in case of a tragedy. Firefighter Morlan presented pictures and videos from the recent deployments.

Public Comment: None.

Old Business:

1. Mobilization Policy. **Action:** *Motion to approve the Mobilization Policy as presented made by Director Fellis, motion seconded by Director Garrison. Motion carried unanimous.*
	1. Chief Hari gave an update on the funding for the last California fire. He also mentioned that 800 feet of hose was replaced with forestry pipe thread instead of National Pipe thread. President Kuhl mentioned that the experience gained is valuable for our District.
2. LOSAP. Trish gave a brief update on where we are at with the setup process. The volunteers have completed their paperwork and the District now needs to complete the Master Agreement. President Kuhl signed the LOSAP Master Agreement. Discussion occurred around how many times a year that we wanted to cut a check for LOSAP. We will start off with one check after budget has been approved and then look at changing if needed. Director Stafford asked who the check is sent to. Trish stated that it goes to OFDDA.

 New Business:

1. New Signers.
	1. Columbia Bank: The current signers are Brad McKenzie, Garvin Smith, and Robert Garrison. President Kuhl would like to keep the current signers and add Chief Hari with the caveat that one staff and one elected official would sign the checks. **Action:** *Motion to keep original signers and add Chief Hari to the Columbia Bank Account with the caveat that one staff and one elected official signed the check made by Director Fellis, motion seconded by Director Stafford. Motion carried unanimous.*
	2. Intuit Payroll: **Action:** *Motion to remove Terrill Isaak as Primary and add Chief Hari to the Intuit Payroll made by Director Fellis, motion seconded by Director Garrison. Motion carried unanimous.*
	3. LGIP Account: **Action:** *Motion to keep original signers and add Chief Hari to the LGIP made by Director Garrison, motion seconded by Director Fellis. Motion carried unanimous.*
2. Registered Agent.
	1. President Kuhl read the resolution to change Chief Hari to the Registered Agent. **Action:** *Motion to approve Resolution 2018 – 1, Notice of Designation of Special District Registered Office and Registered Agent, made by Director Garrison, motion seconded by Director Stafford. Motion carried unanimous.*
3. Change Meeting Date.
	1. Meeting needs to change due to the SDAO conference. Discussion occurred around dates. **Action:** *Motion to change February’s meeting from February 8, 2018 to February 7, 2018 made by Director Garrison, motion seconded by Director Stafford. Motion carried unanimous.*
4. Budget Calendar.
	1. Discussion occurred around the calendar. **Action:** *Motion to approve the budget calendar with the February 7th date change made by Director Fellis, motion seconded by Director Garrison. Motion carried unanimous.*
5. Budget Committee.
	1. Discussion occurred around the budget committee and the open position. Guidance was given to Trish to advertise the open positions on Facebook and send letters to the individuals who have already stated interest to attend the February 7th board meeting.

Chief’s Report: Chief Hari talked about the video system and how he watched an incident in the parking lot, and could watch the volunteers handle the situation. The office now has a panic button.

Chief talked to Dan Bielenburg from the Department of Corrections about having trust worthy inmates come in to Shaw for outdoor maintenance. They’ve done an excellent job.

Aumsville PD is now being serviced here. The costs at the State Motor Pool have drastically increased. They appear to be happy.

Tim Bauman will take down the wall, angle the bank, and take out the overhead pipe, etc. for $1500.00.

Information/Good of the Order:

1. Article of the California Fire: Aumsville received the headline. President Kuhl stated that the volunteers should be proud of themselves.
2. Station Jacket: The Board liked the jacket and felt everyone including the Support Team should get one.
3. Donations: Aumsville received a donation of $570.63 for volunteer rehab from Sublimity Harvest Festival and a Beanie Baby toy donation. Letters of thanks were signed by President Kuhl.
4. Budget: President Kuhl mentioned that he would like to see more savings.
5. Presentations: Rachel suggested Hazmat 13 to come in and do a presentation. Chief Hari stated that he would arrange something.

Public Comment: None.

Next Meeting Date: February 7, 2018 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 Fellis. Motion carried unanimously adjourning the meeting at 1944 hours (7:44 pm).*

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

Dusty Kuhl, President \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_