

**MINUTES**  
**JEFFERSON RURAL FIRE PROTECTION DISTRICT**  
**BOARD OF DIRECTORS' BOARD MEETING HEARING**

Date: April 17, 2018

*Jefferson Fire Station - Jefferson, OR*

**CALL TO ORDER:** The meeting was called to order at 6:00 p.m. by Board President Jones.

**FLAG SALUTE:** President Jones led the Pledge of Allegiance.

**ATTENDANCE:** Director Steele, Director Gonzalez, Director McKibben, Director Jones, Fire Chief Hendricks, Assistant Fire Chief Shepherd, Staff Assistant Deb Keehn, and Administrative Assistant Tammy Robbins, Director Linhart. (Absent: Logistics Supervisor Stephanie McClung, Louis Gisler Training/Maintenance Officer) Visitors: City Liaison Bob Rossiter, Bernice Garman, Nathan Werner

**REVISIONS TO AGENDA:** None

**APPROVAL OF MINUTES – March 21, 2018** – Regular Business Meeting.

**MINUTES:** Motion made by Director McKibben, seconded by Director Gonzalez, to approve the minutes from the March 21, 2018 Regular Business Meeting. All in favor. Motion passed.

**FINANCIAL ASSETS** as of March 31, 2018

|                              |                     |
|------------------------------|---------------------|
| ▪ Check Register Balance     | \$ 20,898.22        |
| ▪ Local Government Inv. Pool | \$843,002.64        |
| ▪ Petty Cash                 | \$ 150.00           |
| ▪ CD                         | \$ 11,085.86        |
| ▪ Ambulance Account          | \$ 35,394.10        |
| ▪ Community Service Account  | \$ 1,203.48         |
| ▪ <b>Total</b>               | <b>\$912,274.30</b> |

**RESEARCH GROUP REPORTS**

**FINANCE:** (Director McKibben and Director Gonzalez) – Tammy will schedule a meeting.

**BUILDING & EQUIPMENT:** (Director Steele and Director Jones) – Director Jones asked if the head gasket issue on T63 is the same as the front wheel drive problem Chief Hendricks commented that it is not.

**POLICY:** (Director Gonzalez and Linhart) – Director Gonzales commented that they are working on them.

**Staff:** Tammy stated right after the meeting there will be cake and ice cream in recognition of Volunteer Appreciation Week. Everyone is encouraged and welcome to stay.

Next month's meeting will be back to the regular Wednesday night schedule.

**CITY LIAISON:** Bob stated there is a Clean Up Day scheduled for July 14. He also asked if they could add a comment regarding our life jacket program in the Visitor's guide. Everyone thought that was a great idea.

**VISITOR COMMENT:** None

**OLD BUSINESS:**

- a) Chief Contract - Director Jones stated that our attorney approved the contract. Chief Hendricks stated that the actual contracted originated from Woodburn and was written by an attorney. Director Linhart made a motion to move to approve the contract for Chief Hendricks, seconded by Director Steele; all in favor.

**NEW BUSINESS:**

- a) Board Position – Director Steele is moving and will no longer be eligible to serve on the Board. Her official last day will be April 30, 2018. Everyone is sorry to see her move but wish her the best of luck. Tammy will put out an announcement to fill the vacancy through social media. The City Liaison will also make the announcement at the City Council meeting.

**ALARMS:** Board Packet

**GOOD OF THE ORDER/DIRECTOR’S COMMENTS:** Director Jones was approached by a citizen who was involved in a motor vehicle crash. She was very impressed with the service she was given by our district. Big kudos to all that were involved!

**ACCOUNTS PAYABLE: TOTAL ACCOUNTS PAYABLE & PAYROLL-** The Accounts Payable and Projected Payroll for the month of March: \$125,917.84; General Fund Payable-\$37,093.99, Payroll-\$35,898.45, Ambulance Fund Payable-\$29,759.83, Payroll- \$23,165.57 Grant Fund Payable-\$0, Payroll-\$0, Equipment Reserve Fund-\$0.

**DIRECTOR COMMENTS/GOOD OF THE ORDER:** None

The Board reviewed the accounts payable. Motion by Director Gonzales seconded by Director McKibben to pay the bills. All in favor. Motion carried.

With no further business to be brought before the Board of Directors, it was moved by Director Gonzalez, seconded by Director McKibben to adjourn the meeting. All in favor. Motion carried. The meeting was adjourned at 6:35 p.m.

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Administrative Assistant

\_\_\_\_\_Date