

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

Date: October 22, 2019

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 Bill Linhart, Fire Chief Hendricks, Administrative Assistant Tammy Robbins, Louis Gisler Training/Maintenance Officer, Assistant Fire Chief Shepherd, Staff Assistant Deb Keehn, Director McKibben, Director Gonzalez, and Director Jones (Absent: Logistics Supervisor Stephanie McClung, Director McKenzie, and City Liaison Bob Rossiter). Visitors: Jan Pedersen and Toni Halvardson

REVISIONS TO AGENDA: Per Kevin add and Option B – Food Baskets.

APPROVAL OF MINUTES – September 17, 2019 - Regular Business Meeting

MINUTES: Motion made by Director Gonzalez, seconded by Director McKibben, to approve the minutes from the September 17, 2019 Regular Business Meeting. All in favor. Motion passed.

FINANCIAL ASSETS as of September 30, 2019

| | |
|------------------------------|----------------------|
| ▪ Check Register Balance | \$ 82,796.47 |
| ▪ Local Government Inv. Pool | \$ 399,693.51 |
| ▪ Petty Cash | \$ 150.00 |
| ▪ Community Service Account | \$ 1,397.97 |
| ▪ Total | \$ 484,037.95 |

RESEARCH GROUP REPORTS

FINANCE: (Director McKibben and Director Gonzalez) – None

BUILDING & EQUIPMENT: (Director Jones and Director McKenzie) – Louis will schedule a meeting later with the group.

POLICY: (Director Gonzalez and Linhart) – None

Staff: None

CITY LIAISON: Absent

VISITOR COMMENT: None

OLD BUSINESS:

- a) Ambulance & Tender Update: The ambulance is getting pricing; tender purchase is handed off to Louis. They are still in discussion on benefits and downfalls. Limited cost savings to go to a single axle. The tender we sold is a 2000, not a 2500. We will let the buyer know and offer a refund.

NEW BUSINESS:

- a) Updating the “Looking Forward” Report – Kevin is in the process of what we have accomplished and options for staffing. Scott’s retirement is on 6/30/2021 and the end of Chief’s contract is 07/01/2021. This will be factored into the staffing options. He’s working on different options but just know if you hear anything, we are just talking about options right now.
- b) Food Baskets – The volunteers have decided to donate the food that is raised from the Millersburg Grange will be donated to the food bank. They will not be participating in the food baskets. The only Christmas function will be a catered dinner at Station 630 on December 5, 2019.
- c) Kevin reported that we no longer need a CD for our credit cards that are linked to our bank account with Umpqua.

ALARMS: See Board Reports

GOOD OF THE ORDER/DIRECTOR’S COMMENTS – Director McKibben commented that she just saw a special on the news reporting that many towns are fighting for volunteers. The numbers are at an all-time record low.

Next Board meeting with be November 19, 2019.

ACCOUNTS PAYABLE: TOTAL ACCOUNTS PAYABLE & PAYROLL- The Accounts Payable and Projected Payroll for the month of September: \$93,673; General Fund Payable-\$25,359.95, Payroll-\$67,597.78, Grant Fund Payable-\$0, Payroll-\$0, Equipment Reserve Fund-\$0.

The Board reviewed the accounts payable. Motion by Director Gonzalez, 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 6:22 p.m.

Board President

Administrative Assistant

Date