

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

Date: September 17, 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 McKenzie, Director Linhart, Fire Chief Hendricks, Administrative Assistant Tammy Robbins, Louis Gisler Training/Maintenance Officer, and Assistant Fire Chief Shepherd, Director McKibben, City Liaison Bob Rossiter, and Logistics Supervisor Stephanie McClung (Absent: Director Gonzalez, Director Jones, Staff Assistant Deb Keehn). Visitors: Toni Halvardson, Travis Powers

**REVISIONS TO AGENDA:** None

**APPROVAL OF MINUTES – August 20, 2019 - Regular Business Meeting**

**MINUTES:** Motion made by Director McKibben, seconded by Director Linhart, to approve the minutes from the August 20, 2019 Regular Business Meeting. All in favor. Motion passed.

**FINANCIAL ASSETS** as of August 30, 2019

▪ Check Register Balance	\$ 100,146.46
▪ Local Government Inv. Pool	\$ 443,504.27
▪ Petty Cash	\$ 150.00
▪ Community Service Account	\$ 1,397.97
▪ <b>Total</b>	<b>\$ 545,198.70</b>

**RESEARCH GROUP REPORTS**

**FINANCE:** (Director McKibben and Director Gonzalez) – None

**BUILDING & EQUIPMENT:** (Director Jones and Director McKenzie) – Chief Hendricks stated they met and may be changing specs on the Tender. The remodel at Station 600 has started. The walls and ceiling have been torn down so far.

**POLICY:** (Director Gonzalez and Linhart) – None

**Staff:** None

**CITY LIAISON:** Bob stated a committee is planning the 150<sup>th</sup> birthday celebration that is coming up. The City Council is not the Planning Committee but is helping. It will possibly be a three-day celebration. The Planning Committee is working on several different building requests.

**VISITOR COMMENT:** None

**OLD BUSINESS:**

- a) Ambulance & Tender Update – We have received the basic specs for a new ambulance from the vendor. Scott and Chief asked for a set of drawings. Once they receive them, they will review and then get a hard price.
- b) The tender specs are showing that the tender that holds 3000 gallons of water will not fit into the bay. We need to look at the tender that holds 2,500 gallons. This would be more realistic. We are going to develop specs for that size of a tender. A benefit to the smaller unit is that more volunteers would qualify to drive the smaller unit.

**NEW BUSINESS:**

- a) Chief Hendricks stated that we have been working with the attorney regarding hiring our part time volunteers to work on projects. If you pay them to work on a project and they respond to a call during their time here, they would have to clock out and then clock back in. At this time, we will not hire volunteers for side jobs. The attorney is looking into this issue. There are some part-time medics who are also volunteers. The attorney is looking into this as well.
- b) We received the AFG grant for \$220,000.

**ALARMS:** See Board Reports

**GOOD OF THE ORDER/DIRECTOR’S COMMENTS –** None

**ACCOUNTS PAYABLE: TOTAL ACCOUNTS PAYABLE & PAYROLL-** The Accounts Payable and Projected Payroll for the month of August: \$102,843.91; General Fund Payable-\$36,944.20, Payroll-\$65,899.71, Grant Fund Payable-\$0, Payroll-\$0, Equipment Reserve Fund-\$0.

The Board reviewed the accounts payable. Motion by Director McKibben seconded by Director Linhart 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 Linhart seconded by Director McKibben to adjourn the meeting. All in favor. Motion carried. The meeting was adjourned at 6:15p.m.

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Board President

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Administrative Assistant

\_\_\_\_\_  
Date