

SILVERTON FIRE DISTRICT

MINUTES

DRAFTED FOR APPROVAL, SUBJECT TO CHANGE AND OR CORRECTION

REGULAR BOARD MEETING 7:00 P.M. June 8, 2021
Silverton Fire District Station #1 (Silverton)

I. ROLL CALL:

Les Von Flue, President
Stacy Palmer, Vice President
Robert Mengucci, Secretary-Treasurer

Dixon Bledsoe, Director
Robert Van Epps, Director

ABSENT:

All Directors present.

IN ATTENDANCE:

Chief Miles, Assistant Chief Grambusch (*via Zoom*), Office Administrator Cantu, Maintenance FF Peterson (*via Zoom*), Lt. Recruiter Veit (*via Zoom*), FF Hughes (*via Zoom*), Lt. Brown (*via Zoom*), BC Terhaar (*via Zoom*), Ryan Bielenberg (*via Zoom*)

II. CALL MEETING TO ORDER:

President Von Flue called the meeting to order at 7:00 p.m. and led the group in the pledge of allegiance.

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC HEARING REGARDING FY 2021-2022 BUDGET

a) **Open Public Hearing**

The public hearing regarding fiscal year 2021-2022 budget was opened at 7:00 p.m.

b) **Public Comment**

Vice President Palmer expressed her appreciation for the hard work that Chief Miles put into creating a comprehensive and thoughtful budget.

c) **Close Public Hearing**

The public hearing regarding the fiscal year 2021-2022 budget was closed at 7:01 p.m.

V. APPROVAL OF MINUTES OF:

a) **Regular Board Meeting Minutes**

Director Bledsoe made a motion to approve the minutes of the May 11, 2021 Board Meeting. Secretary-Treasurer Mengucci seconded the motion. The motion carried unanimously.
(President VonFlue: Aye, Vice-President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Van Epps: Aye, Director Bledsoe: Aye)

b) **2021-2022 Budget Committee Meeting Minutes**

Director Bledsoe made a motion to approve the minutes of the May 18, 2021 budget meeting. Vice President Palmer seconded the motion. The motion carried unanimously. *(President VonFlue: Aye, Vice-President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Van Epps: Aye, Director Bledsoe: Aye)*

c) Board Work Session, May 18, 2021

Director Bledsoe made a motion to approve the minutes of the May 18, 2021 board work session. Vice President Palmer seconded the motion. The motion carried unanimously. *(President VonFlue: Aye, Vice-President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Van Epps: Aye, Director Bledsoe: Aye)*

VI. OPEN FORUM:

a) Association Announcements

Lt. Brown welcomed newly elected members Dixon Bledsoe and Ryan Bielenberg to the Board. Lt. Brown stated that it had been a pleasure to serve with Director Van Epps and he, along with the North Battalion, would be at his service anytime it was needed in the future. Lt. Veit echoed sentiment's shared by Lt. Brown on behalf of the South Battalion. President Von Flue expressed his appreciation for Director Van Epps service to the Board. Vice President Palmer and Director Mengucci expressed their sincere appreciation with the service, humor and insight Director Van Epps brought as a Director.

b) Staff Announcements

Chief Miles introduced Lt. Veit as the new Recruitment and Retention Coordinator for the Silverton Fire District.

VII. OLD BUSINESS:

No discussion of old business at this meeting.

VIII. FINANCE OFFICER'S REPORT:

- a) Check Summary**
- b) Departmental Expense Report**
- c) Bank Account Balance Comparison**

Director Bledsoe made a motion to approve the finance officer's report as presented. Director Van Epps seconded the motion. The motion carried unanimously. *(President VonFlue: Aye, Vice-President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Van Epps: Aye, Director Bledsoe: Aye)*

IX. CHIEF'S REPORT

a) New Board Member

Chief Miles welcomed newly elected Director, Ryan Bielenberg, who was elected to Position 2 and extended an invitation to meet with Mr. Bielenberg to give a tour and answer any questions. Chief Miles stated that the election results would need to be certified and new members sworn in at the July board meeting.

b) 20-21 Audit

Office Administrator Cantu stated that Accuity, LLC would be onsite August 6th to begin auditing fiscal year 20-21 and the Board may receive an audit questionnaire via email from Accuity, LLC.

c) Standard of Cover Study

Chief Miles asked if the Board would like to proceed with setting up a board workshop to discuss the Standard of Cover study. President Von Flue inquired how much was allocated for the study in the new budget. Chief Miles responded that \$35,000 was budgeted and could schedule consultants to give presentations at the workshop. After discussion, the Board agreed to move forward with setting the date for a board work session after Mr. Bielenberg was sworn in. Director Palmer suggested the Board determine what the priorities were and what data was needed to accomplish those priorities. Secretary Treasurer Mengucci requested a template that would reflect what a Standard of Cover would include. Chief Miles responded that most Standard of Covers differed from each agency and some combined a Strategic Plan. President Von Flue suggested Directors review Standard of Cover evaluations from similar Districts and at the July board meeting provide Chief Miles with a list of items or topics that needed to be presented during the workshop.

d) OSFM Grant

Chief Miles announced that the District received a grant from the Oregon State Fire Marshal's Office. AC Grambusch stated that \$50,000 was awarded for communications equipment and personal protection equipment. AC Grambusch stated that the District planned to purchase high powered mobile radios, fire shelters, radio packs and web gear after he confirmed preferences with the Battalion Chiefs.

X. NEW BUSINESS:

a) Resolution 21-352 To Adopt the Budget for Fiscal Year 2021-2022, Impose and Categorize Taxes and Make Appropriations

Director Bledsoe moved to approve Silverton Fire District Resolution 21-352 to adopt the budget for fiscal year 2021-2022, impose and categorize taxes and make appropriations. Vice President Palmer seconded the motion. Resolution 21-352 passed unanimously.

(President VonFlue: Aye, Vice-President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Van Epps: Aye, Director Bledsoe: Aye)

b) Resolution 21-353 In Recognition of Dedicated Service

Secretary-Treasurer Mengucci moved to approve Resolution 21-353 to recognize Director Van Epps dedicated service. Vice President Palmer seconded the motion. Resolution 21-353 passed unanimously. Director Van Epps expressed his appreciation for the Explorer Post and the service they provided to the District and the community. Director Van Epps commended Chief Miles for his hard work and leadership throughout the years.

(President VonFlue: Aye, Vice-President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Van Epps: Aye, Director Bledsoe: Aye)

c) Resolution 21-354 Resolution Accepting Revenue & Authorizing Expenditures & Transfers

Director Bledsoe moved to approve Resolution 21-354 to accept revenue and authorize expenditures and transfers for the 2020 Wildfires. Secretary Treasurer Mengucci seconded the motion. Resolution 21-354 passed unanimously.

(President VonFlue: Aye, Vice-President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Van Epps: Aye, Director Bledsoe: Aye)

d) Approve Staff Salary and Benefit Increase

Vice President Palmer made a motion to approve a 15% salary increase for all staff, including Chief Miles, effective July 1st. Secretary Treasurer Mengucci seconded the motion. The motion passed unanimously.

(President VonFlue: Aye, Vice-President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Van Epps: Aye, Director Bledsoe: Aye)

Secretary Treasurer Mengucci inquired as to whether the District offered deferred comp to

employees. Chief Miles confirmed that the District does participate in the Oregon Savings Growth Plan (OSGP) 457b deferred compensation plan. Chief Miles stated that staff have the option to contribute a portion of their salary on a pre-tax basis to their account, the District does not contribute to these accounts at this time.

Vice President Palmer made a motion to increase the VEBA contribution to \$200 a month for staff, including Chief Miles, effective July 1st. Director Bledsoe seconded the motion. The motion passed unanimously.

(President VonFlue: Aye, Vice-President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Van Epps: Aye, Director Bledsoe: Aye)

Vice President Palmer made a motion to increase life insurance coverage from \$25,000 to \$50,000 for staff, including Chief Miles, effective July 1st. Director Mengucci seconded the motion. The motion passed unanimously.

(President VonFlue: Aye, Vice-President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Van Epps: Aye, Director Bledsoe: Aye)

e) Review Board Policy 206 Revisions

After discussion, the Board reached a consensus not to proceed with revisions to Policy 206 until concerns regarding lump sum contributions could be addressed at the next board meeting.

XI. ITEMS PENDING:

No discussion of pending items at this meeting.

XII. GOOD OF THE ORDER:

Maintenance FF Peterson expressed his appreciation with the Board for approving salary and benefit increases to all staff and appreciated the Administration for the work they did to ensure Silverton was comparable to other Districts. Maintenance FF Peterson voiced his appreciation with Director Van Epps for his years of service with the District.

Director Bledsoe congratulated President Von Flue for his election to Position 4 once again.

Chief Miles addressed the meeting that had taken place with Explorer Advisors to disband Post 400. Chief Miles stated he would provide an update at the next meeting. Chief Miles stated that Director Van Epps would be missed and thanked him for his friendship, support and service to the District.

Office Administrator Cantu thanked Director Van Epps for his wit, kindness, graciousness and commitment to the District and expressed how truly missed he will be. Office Administrator Cantu commended the volunteers for their support, patience and positive attitude during the pandemic and selflessly coming to the aide of those in need.

Director Van Epps commended the Directors for their time and efforts dedicated to the District on behalf of the community and thanked everyone for their kind words.

President Von Flue stated that board meetings, beginning next month, would resume in-person.

XIII. ADJOURNMENT:

With no further business to come before the Board, the meeting was adjourned at 8:00 p.m.

Approved this 13th day of July, 2021.

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President

Minutes recorded and prepared by Candace Cantu