

# SILVERTON FIRE DISTRICT

## MINUTES

***DRAFTED FOR APPROVAL, SUBJECT TO CHANGE AND OR CORRECTION***

REGULAR BOARD MEETING 7:00 P.M. January 12, 2021  
Silverton Station #1

**I. ROLL CALL:**

Les Von Flue, President	Robert Van Epps, Director
Stacy Palmer, Vice President	Dixon Bledsoe, Director
Robert Mengucci, Secretary-Treasurer	

**ABSENT:**

*Director Bledsoe attended via zoom at 7:30 p.m.*

**IN ATTENDANCE:**

Chief Miles, Office Manager Cantu, Assistant Chief Grambusch (*via zoom*), Maintenance FF Peterson (*via zoom*), FF Hughes (*via zoom*), Lt. Brown (*via zoom*), Lt. Dandeneau (*via zoom*), Lt. Veit, BC Terhaar (*via zoom*), Lt. Baker (*via zoom*), BC Pilmore (*via zoom*), FF Parvin (*via zoom*), FF J. Brown (*via zoom*), FF D. Brown (*via zoom*), Ines Kemper (*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. APPROVAL OF MINUTES OF:**

**a) Regular Board Meeting Minutes**

Vice President Palmer made a motion to approve the minutes of the December 8, 2020 board meeting. Director Van Epps seconded the motion. The motion carried unanimously. (*President Von Flue: Aye, Vice-President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Van Epps: Aye*)

**V. OPEN FORUM:**

Lt. Brown read aloud a statement written by the North Battalion. Lt. Brown shared that the Scotts Mills Association donated 61 coats and \$600 to the Scotts Mills Community Center. Due to generous donations by the community, the Association also donated \$300 towards the Silverton FF Association to assist with the toy and food drive and was able to contribute to a family who had lost their home to a structure fire. Lt. Brown stated that all donations received from the community are given back to those in need within the community. Lt. Veit shared that although the toy and food drive had to operate differently this year due to COVID, the drive was still successful and extended his

appreciation to Chief Miles, the Staff, Resident Volunteers, Explorers and Lt. Dandeneau for picking up the extra work to ensure its success. Lt. Dandeneau echoed Lt. Veit's gratitude and reported that in conjunction with the Zenith Women's Group, this year's donations provided for 254 families within the Silver Falls School District and to Silverton Adventist Community Services. Lt. Dandeneau stated that the District had 20 bags of toys currently stored in the warehouse for next year. Lt. Dandeneau reported that the District collected 9400 pounds of food and over \$4000 in cash donations. Lt. Dandeneau stated "the community support and involvement this year was absolutely out of this world."

**VI. OLD BUSINESS:**

**a) Adoption of Board Handbook**

Director Van Epps made a motion to adopt the Board Handbook. Director Mengucci seconded the motion. The motion carried unanimously.

*(President Von Flue: Aye, Vice-President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Van Epps: Aye)*

**VII. FINANCE OFFICER'S REPORT:**

**a) Check Summary**

**b) Departmental Expense Report**

**c) Bank Account Balance Comparison**

Vice President Palmer made a motion to approve the finance officer's report as presented. Secretary Treasurer Mengucci seconded the motion. The motion carried unanimously.

*(President Von Flue: Vice-President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Van Epps: Aye)*

**VIII. CHIEF'S REPORT**

**a) Bond Projects**

Chief Miles reported that all projects would be finalized within the next month and the final draw from Zion Bank would be made. Chief Miles stated that the existing generator building would be converted into a storage area for the gator and mower. B417 is in the process of being wired and then off for paint.

**b) Conflagrations**

Chief Miles stated that all OSFM conflagrations have been confirmed and awaiting reimbursement. Office Administrator Cantu stated the only conflagrations awaiting a response were from ODF.

**c) SDAO**

Chief Miles stated that this year's conference was online only and free to all. Chief Miles stated that any member who needed assistance with the registration process to please contact Office Administrator Cantu.

**d) Financial Planning**

The Board agreed to discuss Financial Planning during a Board Work Session.

AC Grambusch provided an update to the Board on CARES grant monies and FEMA grant monies. AC Grambusch stated that the District purchased 40 SCBA masks and cleaner through CARES funding.

**e) Strategic Planning**

The Board agreed to discuss Strategic Planning during a Board Work Session.

**f) Standard of Cover**

The Board agreed to discuss Standard of Cover during a Board Work Session.

**g) Operational Guidelines**

AC Grambusch reported that comments were received on the 9 guidelines previously out for review and was in the process of finalizing those changes prior to moving on.

**h) Training Report**

AC Grambusch reported that hours of training had been impacted by COVID. AC Grambusch stated that the majority of drill nights were held via Zoom.

**i) Call Response Data**

AC Grambusch stated that call response continued to be lower, this quarter down by 9%.

**j) Recruiting/Retention Report**

Chief Miles reviewed the memo provided by Lt. Heuchert with the Board regarding recruiting and retention.

**k) Fire Prevention Report**

Chief Miles reported that multiple new construction review and comments were up despite COVID. Chief Miles stated that driveway inspections, property line adjustments, land use, water supply and zoning also required review and comments.

**IX. NEW BUSINESS:**

**a) Review 2021-2022 Budget Calendar**

**b) Review 2021-2022 Budget Committee**

The Board instructed Chief Miles to advertise the Budget Committee vacancies on the District website. The Board would appoint new members prior to the May board meeting.

**c) Board Candidacy Elections (Positions 2,3,4)**

President Von Flue stated that members who were interested in continuing their position would need to apply with Marion County Elections in order to be placed on the May ballot.

**X. ITEMS PENDING:**

**a) Board Work Session**

The Board discussed having a work session after March when additional information was available regarding negotiations. The Board agreed to address Financial Planning, Standard of Cover and the necessity of a Strategic Plan during the session.

**XI. GOOD OF THE ORDER:**

Director Bledsoe expressed his gratitude for the District facilitating the COVID vaccination for its members. Director Van Epps expressed his gratitude for the pie delivery prior to Christmas.

**XII. ADJOURNMENT:**

With no further business to come before the Board, the meeting was adjourned at 7:45 p.m.

Approved this 9<sup>th</sup> day of February, 2021.

Lester Unflue

President

Minutes recorded and prepared by Candace Cantu