

# SILVERTON FIRE DISTRICT

## MINUTES

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

REGULAR BOARD MEETING 7:00 P.M. August 12, 2024  
Silverton Fire District Station #1 (Main Station)

### **I. ROLL CALL:**

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

### **ABSENT:**

*All Present*

### **IN ATTENDANCE:**

Chief Miles, Office Administrator (OA) Cantu, AC Veit, BC Terhaar, FF Peterson, Eric Reif

### **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:**

#### **a) Regular Board Meeting Minutes**

Director Bledsoe made a motion to approve the minutes of the July 8, 2025 board meeting. Secretary-Treasurer Mengucci seconded the motion. The motion carried unanimously.

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

### **V. OPEN FORUM:**

- a) Chief Miles introduced Eric Reif as a candidate for the open Civil Service position.
- b) Chief Miles presented Years of Service pins and certificates to President Von Flue for 20 years of service, Vice President Palmer for 5 years of service, and Secretary-Treasurer Mengucci for 10 years of service.

### **VI. OLD BUSINESS:**

- a) President Von Flue requested that the topic for vacation buy-back is removed from old business and addressed at a future board work session.

**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. Director Bledsoe seconded the motion. The motion carried unanimously.  
*(President Von Flue: Aye, Vice President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Bledsoe: Aye, Director Sowa: Aye)*

**VIII. CHIEF'S REPORT:**

**a) Chief Report**

Chief Miles recognized OA Cantu for all of her work on preparing and submitting conflagration packets. Chief Miles provided insight on conflagration participation for the Silverton Fire District thus far into fire season. Additionally, OA Cantu has started looking into the process of transitioning into utilizing electronic payments for bill pay. Chief Miles discussed community events the District has attended, as well as a recent active shooter drill hosted by Silverton Police.

**b) SDAO Best Practices *(Paid Leave Oregon, Board Training)***

Chief Miles reminded Board Members that an email was sent out with new online board training that needs to be completed. OA Cantu clarified that this training needs to be completed by October 31<sup>st</sup>, 2025, and that Board Members just need to complete one of the three trainings available on the email. Additionally, the handbook was adjusted to reflect the updated information about Paid Leave Oregon.

**IX. NEW BUSINESS:**

**a) Scheduling a Work Session**

President Von Flue discussed scheduling a work session. The Board Members agreed to wait on a work session until early spring of 2026.

**X. ITEMS PENDING:**

**a) OFDDA Conference November 20-22, 2025**

OA Cantu confirmed the 4 Board Members planning on attending this conference. At this time, nothing has been posted about what topics will be covered at the conference.

**b) Add/Remove Bank Signers**

OA Cantu will be submitting the updated sheets filled out by the Board Members to update signers on the District bank accounts.

**XI. ADJOURNMENT:**

With no further business to come before the Board, the meeting was adjourned at 7:34p.m.

Approved this 9<sup>th</sup> day of September, 2025.

Leo VonFlue