

**Sublimity Fire District  
Board of Directors Meeting Minutes  
Wednesday, June 10, 2009**

---

**Meeting called to order:** by Ralph Fisher at 7:00 p.m.

**Members present:** Ralph Fisher, Rick Kauffman, Tom Etzel, Gary Rychard

**Staff present:** Chief Brandon Hamilton, Amy Doran

**Others present:** None

**Additions/Deletions to Agenda:** The board added board member expectations to New Business

**Citizen Comments:** None

**Firefighters Association Input:** None

**Reading of Minutes:**

**MOTION:** Tom Etzel moved to approve the minutes for May 13, 2009, as presented. Rick Kauffman seconded. Motion passed; a voice vote was unanimous.

**Communications:** None

**Payment of Bills:** The board reviewed bills and payments for the month of May. The district is doing quite well at staying below budgetary guidelines. The goal at this point is to be 92% expended, but the district is sitting at about 75%. There are a few single line items over budget, but all major categories are still under budget. The projected cash carryover is \$230,000.

**MOTION:** Gary Rychard moved to pay the bills for May as presented. Tom Etzel seconded. Motion passed; a voice vote was unanimous.

**Chief's Report:**

Alarms: Chief Hamilton reviewed alarms for the board. They are slightly down from last year at this time.

**Old Business:**

Policy review: Rick would like to compare our personnel policies with State of Oregon policies and create the best possible product. The board agreed that the district should also run policies through BOLI, legal counsel and our Workers' Comp carrier. Those agencies may have suggestions that will save everyone time. The board agreed to send copies of our policy to the above-mentioned agencies before further board review.

Command vehicle: The new command vehicle has been ordered, with estimated arrival in July and an in service date of August 1<sup>st</sup>. The chief inquired as to the board's desires regarding the replacement of the duty pickup. The board discussed all of the major mechanical problems with the pickup. Rick commented that he was sensitive to the public perception of having two new vehicles at the same time. Chief Hamilton presented the board with an option to purchase a used 2004 Ford F-150 crew cab pickup for below blue book value. When asked about outfitting, the chief plans to get a door sticker, no reflective striping, and a few lights. He stressed that it would be

minimal. Tom inquired as to the use for a new rig. The chief explained that his new contract provided him with a vehicle to drive. This would be that vehicle. It would also serve as a backup rescue/command vehicle and would be used to haul people to training classes. Rick asked if the money was budgeted for that vehicle. Chief Hamilton noted that there is money left in the reserve fund to cover the cost of the rig.

*The board took a break at 7:55 p.m. to go look at the proposed vehicle. The board reconvened at 8:02 p.m.*

Rick asked about the cost of fixing the current duty pickup. Chief Hamilton estimated \$2,500-3,500. Gary felt the intent of a previous conversation regarding the replacement of the duty pickup was to purchase a second rig within in the upcoming year. Tom agreed and said he didn't recall the board ever saying it was only going to purchase one vehicle. He felt it seemed like the intention all along was to purchase two. Gary was concerned that if the board decided to wait, the 2004 pickup wouldn't be available. The board looked at comparable vehicles/prices and all of them were more expensive and had considerably higher mileage.

**MOTION:** Gary Rychard moved to empower Chief Hamilton to negotiate for the purchase of the 2004 used Ford pickup, not to exceed a price of \$18,000. Tom Etzel seconded. Motion passed; a voice vote was unanimous.

The board decided to leave the decision regarding the fate of the current duty pickup for another meeting.

#### **New Business:**

##### Elect new officers:

**MOTION:** Gary Rychard moved to put Rick Kauffman as president, Gary Rychard as vice-president and Tom Etzel as secretary/treasurer. Rick Kauffman seconded. Motion passed; a voice vote was unanimous.

Election results: Marion County sent the results from the last election to the board for certification.

**MOTION:** Tom Etzel moved to accept and certify the Marion County election results. Gary Rychard seconded. Motion passed; a voice vote was unanimous.

Budget hearing: Ralph Fisher opened the budget hearing at 8:20 p.m. Chief Hamilton explained that there had been a mathematical error in the budget message (no money had been appropriated from the reserve fund), but the budget document itself was correct. The chief notified the board in writing and testified at the hearing, as required to fix the error.

**MOTION:** Gary Rychard moved to close the budget hearing at 8:23 p.m. Rick Kauffman seconded. Motion passed; a voice vote was unanimous.

**MOTION:** Tom Etzel moved to approve Resolution 09-10.01, adopting the budget, making appropriations, imposing the tax and categorizing the tax. Rick Kauffman seconded. Motion passed; a voice vote was unanimous.

Board expectations: Ralph was going to talk to Jeff about his multiple absences, but he was out of town. Gary felt it was good for Tom to come in and get a tour of the

stations and see what's in the district, etc. The board felt it would be important to get Tom enrolled in the SDAO board member training as soon as possible.

**Good of the Order:**

The 3<sup>rd</sup> annual Public Safety Fair was held June 6<sup>th</sup> from 11-4 and was a great success. Mike Halligan organized the event and did a terrific job. The board agreed to send a letter of appreciation to Mike for all of his hard work.

Ralph Fisher noted that the fire department was founded in 1912 and we might want to start thinking about a centennial celebration.

The chief reminded the board that the Cowboy Breakfast is coming up on August 1-2.

**Adjourn:**

***MOTION:*** Gary Rychard moved to adjourn the meeting. Rick Kauffman seconded. Motion passed; unanimous. Meeting adjourned at 8:35 p.m.

---

**Respectfully Submitted by Amy Doran**

---

**Approved by Ralph Fisher**