



## LOOKINGGLASS RURAL FIRE DISTRICT

7173 Lookingglass Road, Roseburg, OR 97471

### Regular Business Meeting

### MINUTES

July 9, 2014

1. Meeting called to order at 7 p.m.
2. Pledge of Allegiance No invocation
3. Roll Call: Rise Briggs  George Kuntz  Robert Nobriga   
Steve Rhodes, Fire Chief

Hank Mast - absent

Audience in attendance: Mark Briggs, Barbara Conn, Yvonne Russell, Gary Hermes, Karen Matney, Carol Kuntz

4. Approval of minutes for June 11, 2014, with two minor typo corrections. Robert made motion to approve. Rise - 2nd. Passed.

5. George Kuntz stated it was time for election of officers. Rise made a motion to elect George Kuntz for President of the Board; Robert 2nd. Passed.

Rise made a motion to elect Robert Nobriga as Vice-President. George 2nd. Passed.

George made a motion to elect Rise Briggs as Secretary/Treasurer. Robert 2nd. Passed.

Robert made a motion to elect Hank Mast (in absentia) to the position of Communications Officer. Rise 2nd. Passed.

Jerry Harris asked if Hank would be able to perform the duties of Web Administrator, and Rise responded that she would continue until Hank came back.

6. The next discussion was about the Fire Chief's evaluation. It was discussed and decided that it would take place on Friday, July 18, as an Executive Session prior to a Special Public Meeting. Gary Hermes suggested it take place at the next Regular Board Meeting, but it was decided to go ahead with the date of July 18, 2014.

7. Rise asked whether or not a letter should be sent to Susan Shepard asking for a progress report - or a final report. No letter was discussed further, and this was tabled.

8. The debit card issue was brought up - as to whether or not it would be better to have open accounts at certain businesses in town, or have a credit card instead. Gary Hermes mentioned he had a VISA card when he was Fire Chief. The Board was going to look into this with First Community Credit Union - Steve handed the debit card to George Kuntz.

9. Jerry Harris was asked to be Official Videographer for the District and handle the videos for the

meetings. Jerry said he would do that, and explained he had to get the manual for the new camera off of the Internet, and was looking into the shooting time allowed as well as the audio capabilities. Carol Kuntz said her camera (which is the same one) picked up everything fine since it has a 52x optical. Carol also stated she thought the camera should be under Jerry's jurisdiction if he was going to be Videographer.

10. Jerry asked that the Inventory Book have a space for writing in a person's name when signing in/out various items or equipment. He also mentioned that the emails on the website will now be directed to the Secretary, instead of the President of the Board.

\*\*Rise said a waterproof box can be installed outside the door of the Fire Station to allow community members to get a copy of minutes and other documents.

11. \*\* Robert read a recap of the bills to pay. Rise made a motion to pay the bills, Robert - 2nd. Passed.

Steve Rhodes then stated that he had realized the Workman's Comp payment had not been made, and it was due on July 1. This bill had not been in the Bills to Pay for the past 3 months. Rise asked repeatedly where it was, and why it was never mentioned before. Steve decided he could not tolerate this, and stormed out - but not before saying he resigned.

Robert said he would take the payment the next day to Umpqua Insurance. Also, it was an oversight, and everyone should just move forward.

12. Since Hank was absent, there was no Communications Report.

13. \*\*Since Steve resigned, there was no Chief's Report.

14. It was mentioned that a letter was going out to Bob Russell, asking if he had any documents from Eileen Eakins (attorney) on the status of the David Hatch situation. No letter was sent.

15. Good of the Order

\*\*Jerry Harris asked about whether or not Eileen Eakins sent the last billing to Bob Russell, instead of to the Board, and if she should be asked to clarify this - without a further fee. Tabled until later.

16. Public Q&A.

There was public discussion on this.

Robert made a motion to adjourn, George - 2nd. Meeting adjourned at 8:11 p.m.

\*\* Requires Action

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

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Secretary, LRFD

