



LOOKINGGLASS RURAL FIRE DISTRICT

7173 Lookingglass Road, Roseburg, OR 97471

Regular Business Meeting

MINUTES

September 10, 2014

Meeting called to order at 7 p.m.

Pledge of Allegiance

Invocation by Keith Williams

Roll Call: George Kuntz; Rise Briggs; Robert Nobriga; Hank Mast

Fire Chief: Steve Rhodes

Vote to approve August minutes - Robert made a motion; Hank 2nd. Passed.

Treasurer's Report: Robert read the bills to be paid. Rise made a motion to approve; Hank - 2nd. Passed.

Rise read letters from Doug II and Winston-Dillard Fire Departments explaining they were stopping Auto/Mutual Aid from the contracts of July. Steve mentioned that our District is still covered under other contracts. Rise read letters of Thank-You going out to these two Departments, which each Board Member would sign.

Jerry Harris asked about a correction to the August minutes, where a resignation by George Kuntz was not included. George read an apology stating that he had not resigned - the Board had not received a formal letter, nor voted upon any resignation; so the point is now moot.

Also, it was asked whether or not a policy would be voted upon to make sure bills are not late or overlooked. The Board will try and insure this will be instituted in the future; (ie. the bills for UBW and Douglas Electric are paid for the Fiscal Year in July now).

Karen Matney asked about the video camera being purchased for the District. George has not been re-imbursed, so the District does not own it at this time.

Chief's Report: Rise asked about the Safety Officer's duties (Tom Johnson). She

strongly suggested that he take care of dangerous black widow spiders that are in and around the Fire Station. Steve said he would look into having a pest control come out on a regular basis.

Steve said that Pump Tests were done - no need to vote on this. Other equipment was also being inspected. He mentioned that the Brush Truck needed inspection - a vote was taken; Rise made a motion to have this done; Robert - 2nd. Passed.

Dr. Norris has retired; Ryan Peterson is going to replace him as Physician to the District. Steve handed out a Medical Report for the Board to review. The fee is \$1000/year for his services. Note: Is this covered by the insurance the District already has for Dr. Norris?

Steve said that OSHA was going to NFPA requirements. He would give Rise the new information to place in the Big Book.

October 7, 8 and 9 is Fire Prevention Week at Home Depot.

Old Business: There is still an open position on the Board. George Dunkel (Special Districts) asked about the process. It was explained that the Board has asked people from the Community to step up, but no one has so far. Also, it has been posted on the webpage for some time, as well as on the marquee (space permitting). Hank explained how to go through the process of applying. Rise was going to make an application available. Another person asked if it could be in the News-Review; yes, if it didn't cost anything to the District.

George Dunkel then explained about the contract the District was going to enter into with Special Districts (SDAO). It is a 60-day commitment; costing \$1800/month and providing the District with training for the Board and the Firefighters, as well as acting as mediator, when needed. Robert made a motion to accept the contract; Rise - 2nd. Passed.

Painting the building was discussed. There were two bids at present; one for over \$2,000, and one for up to \$1500. These were to include prep work. Robert made a motion to go with the \$1500 bid; Rise - 2nd. Passed.

New Business: Susan Shepard explained about the yearly audit/review. She had met with the District's CPA, Steve Tuchsherer and was asking for an extension, if needed, to get the information in to the Secretary of State. Rise made a motion to approve; Robert - 2nd. Passed.

Public Comment: George Dunkel was asked about the expense to the District for the services mentioned in the contract. He explained.

The Board position will be open until filled - a deadline was questioned - but the applications have to go out first.

Jerry Harris asked about the box Rise was going to provide outside the Fire Station, for minutes, FOIA blanks, brochures, etc. It would go up the next day.

Carol Heard asked, "What happens when the only applications for the Board position are not qualified?" George Dunkel responded, "Then the Board doesn't approve any of them."

Rise asked the audience to make sure everyone familiarized themselves with the Bylaws and Policies before applying.

Keith Williams spoke about the Firefighters not being allowed to go out on calls; being locked out and charged with the crime of theft. It was explained - again - that the combination to the door is always changed when a new Board Member comes in, or goes out, as well as the Fire Chief, Assistant Chief.

Dave Meador asked George Dunkel if charging for classes for the Board members will help, if the Board members are not going to stay.....

George Dunkel was asked about the Two Minute Rule, as why it is necessary. He responded, that as a rule, a speaker only gets two minutes. Period.

Robert Nobriga spoke about not re-hashing old stuff. He said everyone needs to move forward.

Karen challenged Hank Mast about updating the webpage. He said he is working on it.

One of the firefighters read a contentious letter, but afterwards, George Dunkel complimented her on how well she read, and she finished it under the two minutes allowed. It was requested that a vote of No Confidence by the Firefighters be attached to the minutes. A copy is needed in order to do this.

Another Firefighter asked why the District was shut down. This has been explained before.

Yvonne Russell asked George Kuntz about the theft report; George replied that he did, indeed, call the Douglas County Sheriff, as Personnel Files were removed from the Fire Station office.

Ms. Banks asked if the files have been returned. That is yet to be determined.

Robert Nobriga spoke to Jerry Harris, explaining that there was a follow-up to the accusation of an "illegal meeting" on July 25, 2014. Robert went to the News-Review with the email proof that a request for that meeting to be published was given to the News-Review in plenty of time. The woman who normally handled the Legals was out with an ankle injury, so the ad did not get published - but a Good Faith Effort is all that is necessary. The Editor mentioned (again) that

the newspaper does NOT have to print anything - even if it is a paid ad.

The next meeting is Wednesday, October 8, 2014 at 7 p.m.

Robert made a motion to adjourn; Hank - 2nd. Passed.

Meeting adjourned at 8:57 p.m.

Minutes approved this _____ day of _____, 2014.

Secretary