



## **Lookingglass Rural Fire District**

7173 Lookingglass Road  
Roseburg, OR 97471

Regular Business Meeting

MINUTES

July 8, 2015

Meeting began 7:02 p.m. Pledge of Allegiance. No Invocation was given

**Roll Call:** Robert Nobriga, Bill Starns, Hank Mast and Brenda Epp –all present. Fire Chief Steve Rhodes, present.

First order was to announce Rise Briggs had resigned her position and the board would be taking applications to fill the position 5<sup>th</sup> board position. Applications will be in the box by Sunday.

The elections for the new board are complete and each board member took their oath of office, Brenda Epp, Bill Starns and Hank Mast.

Positions for the board members were assigned.

Motion to have Bill Starns continue as Treasurer, so moved and passed.

Motion to have Brenda Epp become secretary, Bill 1<sup>st</sup> and Hank 2<sup>nd</sup>, motion carried.

Hank Mast to be Vice President, Bill 1<sup>st</sup>, Brenda 2<sup>nd</sup>, motion carried.

Motion to have Robert Nobriga remain president, Bill 1<sup>st</sup> Hank 2<sup>nd</sup>, motion carried. Communications Director open, looking for volunteers. Applications in the box by Sunday.

**Approval of Minutes:** Bill Starns moved Hank Mast 2<sup>nd</sup> the June 11, 2015 minutes be approved. Motion carried.

**Financial Report:**

Bill Sarns presented the list of bills to be paid, deposits and current balance in all the accounts.

Robert Nobriga raised a question of a \$500.00 payment to Steve Tuchscherer. Discussion followed as to when and if work was authorized by the board. There is no payment, and bill is tabled at this time and Robert Nobriga will speak with Steve Tuchscherer.

Motion to accept the treasurers report and pay the bills, Bill moved and Hank 2nd, motion carried.

Robert Nobriga asked if Umpqua Water bill and electric bill were due yet, water bill in office due before next meeting.

Motion made by Hank Mast, Bill Sarns 2<sup>nd</sup>, to pay Umpqua Water Basin \$1000.00 toward annual water bill. Motion carried.

The Fire Chief Steve Rhodes should have a credit card to use for District purchases soon, in the mail. Treasurer will continue with paying \$3.00 for monthly statement as on line statements cost \$14.95, the cost may change when the online banking arrangement with Wheeler Booking is complete.

The Workman's Comp, with Liberty Mutual bill has been paid. Hank Mast asked if the passwords will be changed.

**Communication Report:** Hank Mast asked of Jerry Harris said changed the pass words. Jerry needs authorization for the board to change the officers and positions on the web site. Jerry was asked if he was interested in the communication position.

**Public Comments:** Addition discussion regarding the bill submitted to the district by Steve Tuchscherer. Robert to write a letter after consulting with board members from past boards and reviewing minutes . Jerry Harris commented Robert needs to take oath of office and signed copies need to be filed with the county. Vice President Hank Mast took Robert Nobriga's oath of office.

**Fire Chiefs Report:** See Attached

**New Business:** The secretary will temporally also be the communications officer until a new person is appointed. The current Technology policy allows some updates immediately, names of new elected board members and appointed positions will need to be sent to Jerry Harris with board approval.

Motion to have Jerry Harris continue as Webmaster to update information to webpage as approved by the board according to the tech policy, Robert 1<sup>st</sup> and Hank 2<sup>nd</sup>. Motion carried.

Motion to accept a new member to the fire district, 1515 Touchstone Lane, Cliff Stevens, Robert moved and Bill 2<sup>nd</sup>. Motion carried. Paper work to add Cliff Stevens to district signed by president and secretary, sent to the county.

**President's Report:** Thanks to Rise Briggs for service and hope the lines of communication stay open. Hopefully Jerry Harris will consider the communications position.

Motion to accept the resignation of Rise Briggs, Bill 1<sup>st</sup> and Hank 2<sup>nd</sup>. Motion carried.

Motion to have all current board members sign on the bank accounts, Brenda Epp, Hank Mast, Bill Starns and Robert Nobriga, Bill moved Hank 2<sup>nd</sup>. Motion carried.

**Public Comment:** Toni Albertson commented on the quick response time to the fire located on their farm. Volunteer fire fighters welcomed the members to the board.

Next meeting Aug 12, 2015 at 7:00 p.m.

Motion to adjourn the meeting at 7:57p.m. Bill moved and Hank 2<sup>nd</sup>. Motion carried

Respectfully submitted, Brenda Epp. Approved this 12<sup>th</sup> day of August 2015.