



SOUTH LANE COUNTY FIRE & RESCUE
*“Making a positive difference in the community
Through service to others”*

January 18, 2018

6:59 p.m.

After due and legal notice, the Regular Board Meeting was called to order by Board President Mike Caven at 6:59 pm at the Cottage Grove Fire Station located at 233 E. Harrison Ave Cottage Grove, OR 97424.

PRESENT: Mike Caven, Jennifer Radcliffe, Dan Duffy, Tom Munroe, and Joel Higdon

ABSENT: None

OTHERS PRESENT: Leesa Martindale, Linda Adler, Chief Baird, Captain Parsons and Michelle Amberg.

Agenda Approval/Adjustments: Chief Wooten said to add Resolution 18-01 under old business and scratch the Surplus of 98E One Pumper and the Surplus of the 92 Pierce Pumper.

Swearing in of New Employee and Promoted Engineers: President Caven swore in Colton Groat who is our newest FF/Paramedic and Chris Ewing, Kevin Broadsword and Tyler Bergeland who were promoted to Engineer.

Teresa Nohrenberg 2016/2017 audit: Teresa Nohrenberg went over the 2016/2017 Audit in detail with the Board of Directors. Teresa did notify the Board that the year 17/18 will be her last year of doing our audits.

Tom Munroe made a motion to accept the 2016/2017 Audit as presented by Teresa Nohrenberg. Dan Duffy Seconded the motion.

VOTE	Joel Higdon	Jennifer Radcliffe	Mike Caven	Dan Duffy	Tom Munroe
AYES	x	x	x	x	x
NAYS					
ABSTAIN					
ABSENT					

Motion Carried

Minutes from previous meeting:

- Dan Duffy moved to approve the December 21, 2017 Regular Board Meeting Minutes. Tom Munroe seconded the motion. Mike Cave and Jennifer Radcliffe both abstained as they were not at this meeting.

VOTE	Joel Higdon	Jennifer Radcliffe	Mike Caven	Dan Duffy	Tom Munroe
AYES	x			x	x
NAYS					
ABSTAIN		x	x		
ABSENT					

Motion Carried

Citizen Input- Public Comments on Items on or off the agenda:

- Counselor Roberts was at the Board meeting and he said that he had not attended one of our meetings before and he is going to make an effort to start coming.

Correspondence: Thank you cards from California and Cottage Grove Carousel.

Old Business:

- **Creswell Station Committee:** Chief Wooten said there is nothing really new on this item it is just left on as a revolving item. Joel Higdon said that he didn't want to lose focus on some of the other sites like the community center or maybe other ideas that would come from the town halls. He said the paper made it sounds like it was primarily focused on the Cuddeback property. Tom Munroe asked about the property that the District owns on the other side of the freeway and Chief Wooten said that property is pretty much surplus it is not buildable because it is on a flood plain so the plan for it would be to sell it when we are ready.
- **Resolution 18-01 Surplus District Property:** Joel Higdon moved to approve Board Resolution 18-01 declaring the 1992 Pierce Dash Pumper, 1998 E-One Pumper, and the 1992 United Fire Tele-Squirt as surplus, and authorizes the Fire Chief to have them placed on GovDeals.com for sale. Dan Duffy seconded the Motion.

Joel Higdon asked if there is a minimum that we start at and Division Chief Baird said that we have a contact at GovDeals.com and he always gives a ballpark of where we should start at.

VOTE	Joel Higdon	Jennifer Radcliffe	Mike Caven	Dan Duffy	Tom Munroe
AYES	x	x	x	x	x
NAYS					
ABSTAIN					
ABSENT					

Motion Carried

New Business:

- **18/19 Budget Process:** Chief Wooten said we need to advertise to replace members of the Budget Committee so we will be advertising this position for a couple of weeks.
- **Budget Officer:** Mike Caven made a motion to appoint Chief Wooten as Budget officer and Joel Higdon Seconded the motion.

VOTE	Joel	Jennifer	Mike	Dan	Tom
	Higdon	Radcliffe	Caven	Duffy	Munroe
AYES	x	x	x	x	x
NAYS					
ABSTAIN					
ABSENT					

Motion Carried

- **Move February Meeting back to the 15th:** Joel Higdon made a motion to move the February Board meeting back to February 15th as Chief Wooten’s class was cancelled and he will be in town. Dan Duffy Seconded the Motion.

VOTE	Joel	Jennifer	Mike	Dan	Tom
	Higdon	Radcliffe	Caven	Duffy	Munroe
AYES	x	x	x	x	x
NAYS					
ABSTAIN					
ABSENT					

Motion Carried

Strategic Planning: Chief Wooten said we need to start moving toward this in 2018.

Treasurer’s Report:

1. Financial statements presented for acceptance.
2. Bills presented for payment/approval.
3. Bank Statements review Umpqua and Banner Bank.

Joel Higdon reviewed the financial statement for December 2017.
Joel Higdon made a motion to approve and accept the Financial Statements for December 2017 and approve to pay the bills. Dan Duffy seconded the motion.

VOTE	Joel	Jennifer	Mike	Dan	Tom
	Higdon	Radcliffe	Caven	Duffy	Munroe
AYES	x	x	x	x	x
NAYS					
ABSTAIN					
ABSENT					

Motion Carried

SOG J-1 Revision First Reading: Joel Higdon approved SOG J-1 on a 1st reading basis and Jennifer Radcliffe seconded the motion.

VOTE	Joel Higdon	Jennifer Radcliffe	Mike Caven	Dan Duffy	Tom Munroe
AYES	x	x	x	x	x
NAYS					
ABSTAIN					
ABSENT					

Motion Carried

Items for Future Agendas:

- Creswell Station Committee even months on the 3rd Thursday 6:00pm.

Citizen Input: Public Comment on Items on or off the agenda: None

Management Team Comments and Reports:

Chief Wooten:

- Chief Wooten said that we will set up a work session sometime in April or May to interview the candidates for the Budget Committee seat.
- Chief Wooten touched base a little on the Firemed program and how it's doing.

Division Chief/Shift Commander Comments:

Local IAFF: None

Board Member Comments:

- **Joel Higdon:** Joel Higdon said he had the opportunity to go to one of the Volunteer Association meetings and that he was impressed with them taking on the lights on bikes program.
- **Dan Duffy:** Dan asked if there was a rule or regulation that requires our district to provide ambulance service. Chief Wooten explained to Dan how the service works.

Meeting Adjourned at 8:14 pm

Next Meeting: February 15th CSAC Work Session at 6:00pm Creswell City Hall with Board Meeting following directly after.