

GLIDE RURAL FIRE PROTECTION DISTRICT

Meeting of Board of Directors MEETING MINUTES

May 15, 2024

This meeting was called to order by Don Kidd at 7:00 pm.

Board Members present: Don Kidd, Christy Hall-Scheufele, & Jerry Halter

Board Members absent: Stan Spencer & Eric Riley

Also present: Ted Damewood, Chip Clough, Beth Werner, & Melanie Damewood

This meeting was broadcast on Zoom for remote public access.

MINUTES:

Christy Hall-Scheufele made a motion to approve the minutes for the April 3, 2024 Board Meeting. The motion was seconded by Jerry Halter. The Minutes were unanimously approved. The motion was carried.

FINANCIAL REPORT:

Everyone present looked over the financial reports for **April** 2024.

Tax deposits (without interest) totaled \$22,024.39. Of this, \$16,400.63 was for the General Fund, and \$5,623.76 was for the Debt Service Fund.

Total expenses for the month of April were \$80,411.34, including:

- \$57,514.46 paid from the General Fund, including:
 - \$632 for annual fire extinguisher maintenance
 - \$617 for 3 SCBA masks
 - \$865 to replace amp in Report Writing room
 - \$1,337 UCC for Bobby Newport's spring term tuition (SAFER grant)
 - \$4,092 to IRS for prepaid payroll taxes marked as 2nd quarter in error
 - \$3,711 plus \$602.50 for annual hose & ladder testing
 - \$2,300 registration cost to send 6 volunteers to OVFA June conference
 - \$1,153 for #2270 annual inspection and maintenance
 - \$1,000 to ImageTrend for annual CAD 911 import fee
 - \$1,562 for medical supplies
 - \$1,887 for station clothing (t-shirts, hats, sweatshirts)
- \$8,754.99 paid from the Building Construction Fund, for:
 - \$8,589 to Vitus Construction, for retainage
 - \$165 to Douglas County Planning Dept. for sign variance fee
- \$35 paid from the Equipment Replacement Fund
- \$14,106.89 paid from the Wildfire Readiness Fund, for CWRR grant expenses

The Hearing was opened for public comment, but no comments were made. The Budget Hearing was ended.

The Board did not request any adjustments to the Budget.

The Board reviewed Budget Resolution #2024-2025-1: Resolution Adopting Budget for Year 2024/2025.

Jerry Halter made a motion to approve Resolution #2024-2025-1 adopting the Budget. The motion was seconded by Christy Hall-Scheufele and unanimously approved. The motion was carried.

Annexation Request

Chris and Sally Honse have requested annexation of their property located at 10437 Little River Rd., Glide. This property has foot bridge access only. Ted has inspected the property access. The bridge is rated to accommodate 4-wheelers hauling a trailer, which could be used to pull our equipment over if needed. This property is past the end of our District on Little River Rd.

Jerry Halter made a motion to approve annexation of 10437 Little River Rd. into the fire district. The motion was seconded by Christy Hall-Scheufele and unanimously approved. The motion was carried.

OSFM Wildland Firefighter Staffing (WFS) grant

Glide Fire has been selected to be awarded a \$35,000 grant, to pay temporary Wildland Firefighters to staff the station this summer during peak summer & early fall months. These staff can respond to EMS and other calls while staffing the station.

Christy Hall-Scheufele made a motion to accept the OSFM Wildland Firefighting Staffing \$35,000 grant. The motion was seconded by Jerry Halter and unanimously approved. The motion was carried.

Proposed new Board Member responsibilities

With Beth's upcoming retirement, we are reorganizing some of her financial duties. Although Beth is a check signer, her replacement will not have this responsibility, nor have access to QuickBooks. We propose a Board member review weekly invoices and sign checks. SDAO provided the attached response regarding Board Member liability for these responsibilities. We will need to update our Board's financial Policy. The Board will discuss this further next month.

Discuss next Board meeting date

Christy Hall-Scheufele made a motion to hold the next Board meeting on June 19th, and have no Board meeting in July. The motion was seconded by Jerry Halter and unanimously approved. The motion was carried.

Status of Construction Projects

Vitus Construction has completed the station repair project, and Kunert Electric has completed the parking lot, training, and apparatus bay lighting upgrades.

VOLUNTEER RECRUITER’S REPORT:

Chip presented his attached written report. We have 2 more new volunteers.

The county approved our sign variance on April 29th. Signcraft has ordered the sign from his supplier which may take 10-12 weeks.

Chip prepared a draft emergency communication plan, for other entities to review. We’ve applied for a grant from Oregon’s office of Emergency Mgmt. Our station hosted CERT training each Saturday last month. Other items are listed on Chip’s written report.

TRAINING OFFICER’S REPORT:

Rich was unable to attend tonight. No written report.

CHIEF’S REPORT

Run Reports

We had 43 calls in April. Year to date is 169 calls.

Other Items

Ted presented his attached written report. We’ve finished our 2nd annual Structure Firefighter 1 Academy. Newest volunteers have to be with us 6 months before they can receive Oregon’s DPSST certification. Once a few stragglers complete their training, we should have 24 Structure Firefighters, and at least 30 Wildland Firefighters. We also have 2 volunteers who have finalized their EMR training. Waiting for OSHA’s letter.

COMMUNITY INPUT:

None

Jerry Halter made a motion to adjourn this meeting of the Board of Directors. The motion was seconded by Christy Hall-Scheufele. The motion was unanimously approved and the meeting was adjourned at 8:07 pm.

Don Kidd, Board President

Christy Hall-Scheufele, Vice-President
or Jerry Halter, Board Secretary
or Stan Spencer, Board member
or Eric Riley, Board Member