

**MINUTES**  
**JEFFERSON RURAL FIRE PROTECTION DISTRICT**  
**BOARD OF DIRECTORS' BOARD MEETING**

Date: May 17, 2022

*Jefferson Fire Station - Jefferson, OR*

**CALL TO ORDER:** The meeting was called to order at 6:00 p.m. by Board-President Jones.

**FLAG SALUTE:** Board-President Jones led the Pledge of Allegiance.

**ATTENDANCE:** Director Jones, Director Gonzalez, Director McKibben, Director Carter, Fire Chief Hendricks, Tammy Robbins Administrative Assistant, and FF/EMT-Staff Assistant Rebecca Mangrum, (Absent: Director Linhart) Visitors: Levi Eckhart, Vince Cellerini, Judy Cellerini, Frank Ball, Garyl Trefethen, and Edna Campu.

**REVISIONS TO AGENDA:** None

**APPROVAL OF MINUTES** –April 19, 2022 Regular Meeting, March 29, 2022 Work Session

**MINUTES:** Motion made by Director McKibben, seconded by Director Gonzalez, to approve the minutes as listed above. All in favor. Motion passed.

**FINANCIAL ASSETS** as of April 30, 2022

▪ Check Register Balance	\$ 44,504.43
▪ Local Government Inv. Pool	\$ 891,677.61
▪ Petty Cash	\$ 150.00
▪ Community Service Account	\$ 1,966.20
▪ <b>Total</b>	<b>\$ 938,298.24</b>

**RESEARCH GROUP REPORTS**

**FINANCE:** (Director McKibben and Director Gonzalez) – None

**BUILDING & EQUIPMENT:** (Director Jones and Director Carter) – None

**POLICY:** (Director Gonzalez and Linhart) – None

**Staff:** None

**CITY LIAISON:** Absent

**VISITOR COMMENT:** None

**OLD BUSINESS:**

- a) Fire Chief Hiring – Chief stated that the letters went out last week. Three of the four candidates have responded. The last one has until the 24<sup>th</sup> to get back to us.

**NEW BUSINESS:**

- a) Budget Committee Member – Director Gonzalez made a motion to appoint Garyl Trefethen and Frank Ball, seconded by Director McKibben. All in Favor. Motion Passed.
- b) Policy 8.17 – Fire Med Membership – Chief handed out a revised Policy 8.17. He stated this copy has the last section removed. He talked to the attorney asking if the board members can vote for membership to benefit themselves. The attorney stated they cannot. Director McKibben made a motion to adopt the policy as presented seconded by Director Gonzalez. All in Favor, Motion passed.
- c) Policy 8.18 – Backfilling Deployed Members on Conflagration – Chief Hendricks discussed how the State will reimburse us for every person we send on a conflagration that we backfill their position while they are gone. Director McKibben made a motion to adopt the policy as presented, seconded by Director Gonzalez. All in Favor. Motion passed.
- d) SDAO Internship Grant – FD granted \$3,000 internship and we match \$3,000 to hire a person to update all the MSDS sheets and Hazardous Communication policy from approximately July – August 2022.

**ALARMS:** See Board Reports – This was a record high for this month, due to one address.

**GOOD OF THE ORDER/DIRECTOR’S COMMENTS** – None

**ACCOUNTS PAYABLE: TOTAL ACCOUNTS PAYABLE & PAYROLL-** The Accounts Payable and Projected Payroll for the month of April 2022: \$142,129.20; General Fund Payable-\$64,197.53, Payroll-\$77,931.67 Grant Fund Payable-\$0, Payroll-\$0, Equipment Reserve Fund-\$

The Board reviewed the accounts payable. Motion by Director Gonzalez seconded by Director McKibben to pay the bills. All in favor. Motion carried.

With no further business to be brought before the Board of Directors, it was moved by Director Gonzalez to adjourn the meeting. All in favor. Motion carried. The meeting was adjourned at 6:10 p.m.

  
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Board President

  
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Administrative Assistant

July 21, 2022 Date