

**Mt. Angel Fire District
Board Meeting
Minutes**

Date & Time: March 10, 2016

Called to Order by: Tom Frey

Roll Call:

Board Members:

Tom Frey
Gary Raid
Stan Seifer

Staff:

Jim Trierweiler, Chief
Lyn Komp, Office Administrator
Greg Boen, Division Chief

Minutes of Previous Meeting: Gary Raid moved to approve the minutes, Stan Seifer seconded the motion. The motion passed unanimously.

Treasurer's Report: Gary Raid

- Discussion on the Budget vs Actual Report. We are 66.9% through the fiscal year. Personnel Services is at 70%. Materials & Services is at 56%. The overall budget is at 56%. Gary stated we need to keep an eye on Personnel Services as we come closer to the end of the budget year due to the overage on the Life Insurance line item. Lyn stated she will look into the budget further to make sure we have enough in Personnel Services to cover the difference.
- Lyn stated that there were six checks that had duplicate numbers. She caught the error before printing bills on them. The board discussed what to do with the checks, and the decision was to void the duplicate checks, but keep them for reference in case this happens again.

Public Comment:

- There was no public comment.

New business:

- Discussion on the budget officer. Gary Raid moved to make Chief Jim Trierweiler the budget officer, Stan Seifer seconded the motion. The motion passed unanimously.

Old business:

- Div. Chief Greg Boen presented an update on the ditch project. Chief Trierweiler spoke with the City about using Westech Engineering. The City agreed that we could both work with Westech Engineering on the project. We received a proposal from Westech Engineering. The proposal was handed out to the board. The design will cost approximately \$6400. They estimated the cost of the project to be \$100,000. This is just a rough estimate. The ditch would be filled in. They would divert the pipe to run across the property just on the other side of the curb on the south side of the building. Gary asked if we were planning on moving the fence to the property line.

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Greg stated that yes, we are planning on moving the fence also. We will provide the funds for the project, then the city will maintain it after completion. There was a long discussion on if it was worth \$100,000 to fill in the ditch. We are trying to get the most buildable space we can. Currently, there isn't enough room to build there. Gary Raid moved that we move forward with designing the plan to fill in the ditch at a cost not to exceed \$6400, Stan Seifer seconded the motion. The motion passed unanimously. After the design portion is done, we will then look at the total cost of the project and re-evaluate.

- Discussion on having the part time training position wages in Personnel Services. Chief Trierweiler stated that the current trainer needs to be an employee and not an independent contractor. He does not meet the requirements of an independent contractor. Lyn stated that our attorney and auditor agree he needs to be an employee. She presented the board with an email from the attorney stating this. The reasons he cannot be considered an independent contractor is because he makes over \$600 per year, uses our equipment, trains on our time and doesn't do this for other districts. Chief presented the board with the proposal from the trainer. He estimated his wages to be from \$1980-\$5940. The plan is to have him train the general members, then have the general members teach the new recruits. We are trying to keep members up on the latest training and keeping them interested in coming to drill. Gary had concern about making him an employee and having to pay PERS. Chief Trierweiler stated that we will have to pay PERS and FICA on him. His pay rate is \$30 per hour. There was discussion on if we should look into an independent contractor instead. Chief stated that it would cost us more per hour and are getting a great deal at \$30 per hour. We also know the members will be receiving a high level of training. After discussion, Board President Tom Frey suggested that we try it for one year. The board agreed with the suggestion to see how the first year goes, then evaluate after the year is over. Lyn will put together a total cost outline and present it at the next meeting.

Fire District Report: Chief Jim Trierweiler

- We will have a Captain's test this year. The current list expires in May.
- Shayne is stepping down as a Captain on March 31st. Andy Otte is the next one in line to be a captain.
- Recruits are doing well. We have one recruit that just got back from being gone for a couple of months and are trying to get him caught up.
- Dan from Woodburn Fire will be coming and doing fit testing this month.
- We met with ISO. Everything went good. We are almost done. We worked hard on getting rural water supplies. We should be able to get a lower rating. We are just waiting on some dump times on tenders from our automatic aid districts.
- There is a new GEMT program that will assist in recovering uncompensated funds on medical calls.
- Woodburn Ambulance is having a hard time meeting the call volume. They are having to have Medic 32 come in from Marion County. This in turn is increasing our

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call volume and scene time. Medic 32 is also getting cancelled en route. Stan asked about getting an ambulance here. Chief stated there would be many steps to make that possible, but may look into it in the future.

- We are working on records retention. We need to go through and shred the paperwork that has met the retention period and is not needed for historical purposes.

Adjournment: 20:18

Recorded By Lyn Komp

Board President or Secretary