

**SANDY FIRE DISTRICT NO. 72  
BOARD OF DIRECTORS MEETING  
TUESDAY, JULY 7, 2009**

Vice President Tobias called the regular meeting of the Sandy Fire District Board of Directors to order at 7:00pm. Roll call showed the following Directors present:

**ATTENDANCE:**

Len Tobias, Vice President  
Joe Barnett, Secretary  
Bill Trimble, Director  
Andrew Brian, Director  
Ron Berglund, Director  
Gary McQueen, Fire Chief  
Nannette Wilson, Executive Secretary

**OTHERS PRESENT:**

Phil Schneider, Deputy Chief  
Jason McKinnon, Career Captain  
Gary McLean, Career Firefighter

**Summary of Motions**

- Appointing Len Tobias for the position of President
- Appointing Joe Barnett for the position of Vice President
- Appointing Bill Trimble for the position of Secretary/Treasurer
- Motion approving June Board Meeting Minutes
- Approval for payment of the bills
- Motion to change our signers for our bank accounts
- Motion to retain Patrick Carney to complete our 2008/2009 fiscal audit.
- Motion to offer \$300,000 to the Oddfellows for their property and the building.

**Oath of Office for Board Members**

New Board Member Ron Berglund was sworn into Position No. 5; Bill Trimble was sworn into Position No. 4 for the Board of Directors.

**Nomination of Officers for 2009/2010 year**

Nominations were opened for the position of President.

Len Tobias was nominated for the President Position.

**MOTION: BARNETT/TRIMBLE (Carried 5-0) Appointing Len Tobias for the position of President.**

Len Tobias was appointed as President.

Nominations were opened for the position of Vice President.

Joe Barnett was nominated for the Vice President Position.

**MOTION: TRIMBLE/BERGLUND (Carries 5-0) Appointing Joe Barnett for the position of Vice President.**

Joe Barnett was appointed as Vice President.

Nominations were opened for the position of Secretary/Treasurer.

**MOTION: BRIAN/BARNETT (Carried 5-0) Appointing Bill Trimble for the position of Secretary/Treasurer.**

Bill Trimble was appointed Secretary/Treasurer.

**Minutes**

**MOTION: TRIMBLE/BARNETT (Carried 5-0) Approving Board Meeting Minutes of the June 9, 2009 as amended.**

**Payment of Bills**

**MOTION: BARNETT/TRIMBLE (Carried 5-0 Roll Call Vote) Approving the Payment of the Bills.**

**Correspondence**

Chief McQueen we received a letter from the IRS stating that agencies like ours generally have a tax exempt status. This is required by West Coast Bank.

**Legislative Report**

No legislative report.

### **Public Comment**

Ron Berglund expressed his appreciation for Volunteer Battalion Chief Andy Crofts for assisting the funeral home with two calls they had recently. Andy was very professional and compassionate.

### **Volunteer Update by David Morgan**

The Mt. Festival is this weekend. The Parade is Thursday night and the open house to follow.

July 26 will be the 52<sup>nd</sup> annual Fly-In Cruise-In. Len Tobias reported that the The griddles came out of a mess hall of an old navy ship. Olin Bignall received the griddles as a donation to the Kiwanis club in 1958. Kiwanis donated them to the fire department shortly after that.

### **Staff Reports**

MDA Fill the Boot is on Saturday, July 11<sup>th</sup> between 10am-4pm. This year Boring, Hoodland, and Estacada are sending an Engine to help out. We have lots of people so we will be at the intersections of Hwy 26 & Bluff, Hwy 26 & Hwy 211, and Hwy 26 & Ten Eyck.

### **Review of the District Financial Status**

The Board of Directors reviewed the District's Financial Status.

### *Check Signers ~*

Jerry Lawson, Len Tobias, Joe Barnett, Andrew Brian, Bill Trimble, Gary McQueen, and Phil Schneider are our current signers for our bank accounts at Clackamas County Bank. We need to remove Jerry Lawson and add Ronald Berglund.

**MOTION: BRIAN/BARNETT (Carries 5-0) to remove Jerry Lawson and add Ron Berglund to the signature cards for our accounts with Clackamas County Bank. With this change the signers for the Sandy Fire District will be Len Tobias, Joe Barnett, Bill Trimble, Andrew Brian, Ronald Berglund, Gary McQueen, & Phil Schneider.**

### *Financial Audit~*

We sent out RFP's for auditors this year. We received one quote back with was from Polly Rogers for \$7,300. They were recommended by Estacada Fire. Patrick Carney is currently our auditor. For the money having Patrick Carney complete the audit seems like our best choice.

**MOTION: Barnett/Berglund (Carries 5-0 roll Call vote) to retain Patrick Carney to complete the 2008/2009 fiscal audit.**

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## **Committee Reports**

Chairman Tobias changed the committees as follows:

Personnel ~ Joe Barnett

Equipment ~ Andrew Brian

Communications ~ Len Tobias

Administration ~ Joe Barnett

Buildings ~ Bill Trimble

Grounds ~ Ron Berglund

EMS ~ Andrew Brian

LOSAP ~ Len Tobias & Joe Barnett

### **Personnel by Joe Barnett:**

Volunteer President Dave Morgan, Director Barnett & Chief McQueen are working on Volunteer recruitment. One idea is having EMS only volunteers. Another idea is working with the high schools to recruit graduates for career paths into the fire service. We are looking at getting a recruitment committee together.

Volunteer Firefighter Travis Syring is back after being on a vacation leave and Volunteer Firefighter Dale Clarke is beginning to respond again after being on leave.

We received a \$ 2,000 matching grant from SDAO for temporary summer help. We are looking at bring a total of 4 on board for a couple months.

### **Equipment by Bill Trimble:**

New command vehicle F350 is ordered at \$31,338 from Canby Ford. It should arrive in October.

Captain Howland will be scheduling an Apparatus Committee Meeting in the next couple weeks.

### **Communications by Len Tobias:**

WCCCA is now on Clackamas County's CAD system. We are continuing to work through some issues with the transition.

We were awarded a grant for a AM radio system for emergency service. The school district has offered to host the radio site.

### **Administration by Joe Barnett:**

Working on contracts for Administration and our at will employees. We need another board member to assist. Director Brian offered to review the contract.

**Buildings by Bill Trimble**

*Trubel Property* ~ Director Trimble was approached by Glacier Inc. regarding the purchase of the property.

*Roof Repair* ~ Director Trimble will be working with Chief McQueen and the Staff to repair the roof issues.

**Grounds by Ron Berglund**

*Annex* ~ We are continuing to work on the landscaping for the annex.

*Dover Substation* ~ landscaping looks nice.

*Roslyn Lake Substation* ~ We need gravel and barkdust to finish before Fly-In Cruise-In.

**EMS by Andrew Brian:**

Zoll and Sandy Post will be doing a story regarding the Cardiac save and the use of the Auto Pulse machine.

**LOSAP by Bill Trimble & Len Tobias:**

LOSAP had a meeting in June to review Rules and Procedures of LOSAP committee. Andy Crofts, President and Les Scofield is the Secretary Treasurer.

Chief will be working to determine how many hours will be required for special membership so they can continue vesting for those assisting with training. It will probably be 48 hours a year.

**Division Reports:**

Division reports were received from Maintenance, Fire Prevention & EMS.

In addition the following was discussed: new recruits ~  
5 members attend a Command and Control class instructed by FEMA

**Deputy Chief's Report by Phil Schneider**

*Water Supply at Roslyn Lake~* The connection is up and running. We have a shared lock with Portland Water Bureau.

Cedar Creek Bridge is being replaced in the 2<sup>nd</sup> week in August. We will have a delay in response but we will be able to drive around. Mutual aid from Corbett and Gresham will be dispatched sooner if we get an emergency response in the area. We have firefighters in the area so we be looking at putting extra equipment in the apparatus at Station 73.

Deputy Chief Schneider provided the Board with the draft of the new Mission Statement.



*Mission Statement*

*Sandy Fire District*

*Is Dedicated to the Protection*

*Of Life, and Property with*

*Pride and Professionalism.*

There will be a meeting next Tuesday in the Annex to discuss values of the organization.

**Fire Chief's Report by Gary McQueen:**

The Board was provided a copy of the Chief's Staff report

Beginning July 20<sup>th</sup> we will operate a regional duty chief program with Boring, Estacada, and Hoodland. Our 09 program will continue. BFD will eventually go away from their 09 program. This will be Monday thru Thursday 5pm until 7am and will pertain to certain emergency calls. Sandy Fire is on A shift, Boring is on B shift, and Estacada is on C Shift. We will review the regional duty chief program in September. Legal questions were sent to John Watts for advice.

Chief provided the board with a copy of issues and solutions that were listed from the member survey.

**Action Item List**

President Len Tobias reviewed the Action Item List. Changes are noted on the list.

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**WorkplanUpdate**

The Board received a copy of the Workplan 2009-2010.

Chief will get a proposal for a facilities master plan from ESCi.

**Resolutions and Items Requiring Board Action**

**Executive Session** Real Property Transactions, ORS 192.660(2)(e)

The regular session was adjourned into executive session at 9:04 pm.

The executive session of the Sandy Fire District Board of Directors July 7,, 2009 was called to order at 9:04 pm per ORS 192.660(2)(e).

Being no further discussion at this time the Sandy Fire District Board of Directors executive session is adjourned at 9:32 pm.

The Board of Directors reconvened 9:32 pm on July 7, 2009 at the Sandy Fire District regular Board Meeting.

**MOTION: BERGLUND/BARNETT (Roll Call Vote Carried 5-0) to offer \$300,000 to the Oddfellows for their property and the building.**

**Other Business**

Joint Board Meeting at Hoodland Fire District on Tuesday, July 21, 2009 at 7pm.

**Adjournment**

Being no further business to come before the Board at this time, the meeting was adjourned at 9:33 pm.

Respectfully Submitted,

Bill Trimble  
Secretary/Treasurer

Nannette Wilson  
Executive Secretary