

# SILVERTON FIRE DISTRICT

## MINUTES

*DRAFTED FOR APPROVAL, SUBJECT TO CHANGE AND OR CORRECTION*

REGULAR BOARD MEETING 7:00 P.M. March 9, 2024  
Silverton Fire District Station #1 (Silverton)

### I. ROLL CALL:

Les Von Flue, President  
Stacy Palmer, Vice President  
Robert Mengucci, Secretary-Treasurer

Dixon Bledsoe, Director  
Ryan Bielenberg, Director (Zoom)

### ABSENT:

### MEMBERS IN ATTENDANCE:

Chief Miles, Office Administrator (OA) Cantu, FF/EMT Miller, Lt. Brown, FF Peterson, FF Hughes, AC Veit, BC Terhaar, BC Pilmore, Lt. Dandeneau, Lt. Redman-Brown

### II. CALL MEETING TO ORDER:

President Von Flue called the meeting to order at 7:00 p.m. and led the group in the pledge of allegiance.

### III. PLEDGE OF ALLEGIANCE

### VI. APPROVAL OF MINUTES:

#### a) **Regular Board Meeting Minutes**

Vice President Palmer made a motion to approve the minutes of the February 13, 2024 board meeting. Director Bledsoe seconded the motion. The motion carried unanimously.

*(President Von Flue: Aye, Vice President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Bielenberg: Aye, Director Bledsoe: Aye)*

### VII. OPEN FORUM:

Lt. Dandeneau provided a VIP report to the Board. Lt. Dandeneau indicated that 16 volunteers qualified, which is lower than the previous year. Lt. Dandeneau reported that the VIP committee would be meeting within the next couple of weeks to finalize the list and discuss additional ways the District may need to track drills in order to increase eligibility amongst the membership. Lt. Dandeneau reported that the Silverton FF Association agreed to reward the class at Mark Twain who donated the most food for the Toy and Food Drive with a station pizza party. President Von Flue suggested if the Association has difficulty paying for the party to discuss with Chief Miles for District assistance.

### VIII. OLD BUSINESS:

*No old business to discuss at this meeting.*

**IX. FINANCE OFFICER'S REPORT:**

- a) Check Summary**
- b) Departmental Expense Report**
- c) Bank Account Balance Comparison**

Director Bledsoe made motion to approve the finance officer's report as presented. Vice President Palmer seconded. The motion carried unanimously.

*(President Von Flue: Aye, Vice President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Bielenberg: Aye, Director Bledsoe: Aye)*

**X. CHIEF'S REPORT**

**a) Monthly Report**

Chief Miles provided a brief overview of the monthly report to the Board, highlighting community activities. Chief Miles provided an update on the transition of technology services to Woodburn IT, mentioning pricing based on per workstation. Lt. Brown outlined the Academy's upcoming events, including a release-to-respond meeting, burn-to-learn session on March 23rd, final in April, and wildland training in late April. Additionally, Lt. Brown and FF Hughes would be attend a recruiting event at Chemeketa to enlist resident volunteers. Lt. Brown also mentioned the upcoming joint MCI drill with Mt. Angel Fire, to be hosted at the Festhalle in Mt. Angel.

**b) Administrative Assistant Vacancy**

OA Cantu provided an update on the hiring process for the Administrative Assistant position. OA Cantu reported that due to the number of applicants it was determined that a skills assessment would be given and the highest scoring candidates would move forward in the hiring process. The District would notify candidates by the end of the week with information on the process moving forward.

**XI. NEW BUSINESS:**

**a) Board Ethics Training**

Chief Miles responded to President Von Flue's inquiry about Public Meeting Law requirement. House Bill 2805 requires mandatory training on public meeting law training for each governing body at least once during their term, failure to do so would result in a fine. Chief Miles stated that no training had been approved to satisfy the requirement and would know more later this year.

**b) Budget Calendar Revision**

Due to a scheduling conflict the Board agreed and approved to move the budget committee meeting to May 20, 2024 at 7:00pm.

**c) Surplus Vehicle S414**

Director Bledsoe made a motion to declare as surplus, the 1998 Ford Expedition, vehicle S414. Secretary-Treasurer Mengucci seconded the motion. The motion carried unanimously.

*(President Von Flue: Aye, Vice President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Bielenberg: Aye, Director Bledsoe: Aye)*

**d) Review Board Policies 101-106**

OA Cantu reviewed revision recommendations from President Von Flue on Policy 101. OA

Cantu suggested aligning the language and process for new and current policies. After discussion, the Board would like to allow a 30-day window for the public and members to comment on any new or current policy revisions prior to adoption or approval.

**a) Approve Chief Evaluation**

President Von Flue added the topic Approve Chief Evaluation to the agenda. Vice President Palmer made a motion to accept the prepared evaluation of Chief Miles as discussed & written. Director Bledsoe seconded the motion. The motion carried unanimously.

*(President Von Flue: Aye, Vice President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Bielenberg: Aye, Director Bledsoe: Aye)*

**XII. ITEMS PENDING:**

**XIII. ADJOURNMENT:**

With no further business to come before the Board, the meeting was adjourned at 7:51 p.m.

Approved this 5<sup>th</sup> day of April, 2024.

Les Vonflue

President

Minutes recorded and prepared by Candace Cantu