

**COTON RURAL FIRE PROTECTION DISTRICT #70  
MEETING OF THE BOARD  
JANUARY 11, 2011**

\*The meeting was called to order at 6:30 p.m. with the flag salute.

Board Members Present: Rex Rice, Danny Fine, Don Vicars and Jim Postlewait

Others Present: Fire Chief Beau Beaudoin, Assistant Fire Chief Gary Anderson, Assistant Fire Chief Kevin Donegan, Clyde Musty, Jan Kaforski, Dennis Stafford, Joyce Parker, R. Vern Gingerich of Molalla Fire, Brad Kuhn, Kent Carroll, Miranda Carroll, Tim Behrens, Ken Nelson

\*Danny Fine made a motion to approve the minutes from December's meeting as presented. Don Vicars seconded the motion and the motion carried by unanimous vote of all board members present.

\*Clyde Musty reviewed the Financial Report noting expenditures under #535 – Maintenance Building/Furniture included the new water heater and two beds for the upstairs bedroom. Board members reviewed the bank statements and board member Jim Postlewait confirmed that all money is accounted for.

Jim Postlewait made a motion to approve the Financial Report as received and to pay the bills. Danny Fine seconded the motion and the motion carried unanimously.

Rex Rice presented Jan Kaforski with a thank you card and gift certificate as recognition for extra hours worked with the Board over the past year.

Danny Fine complimented Chief Beaudoin, the Assistant Chiefs and the interns for their recent training efforts and dedication to the department.

**\*PUBLIC COMMENT:** Brad Kuhn said he would like to know what the outcome was, after last month's board meeting, about certain volunteer photos being taken down and volunteer names being crossed off the roster even though those volunteers were on a leave of absence.

Chief Beaudoin said there was an investigation and it was determined that taking down the photos and crossing names off the volunteer roster was a mistake and it has been dealt with on an operational basis. It was confirmed that the Fire Chief is the only one who has the authority to remove photos and take names off of the volunteer roster and this has been communicated to department members.

**\*PUBLIC COMMENT, continued:** Brad Kuhn presented a letter of resignation effective January 11, 2011 for himself and his wife Jodi Kuhn. Brad read the letter of resignation.

Rex Rice thanked Brad and Jodi Kuhn for their years of service to the department and wished them the best.

Don Vicars asked Brad if his resignation means that he is no longer a member of the volunteer association and Brad answered yes. Don also asked if Brad intends to continue filming the board meetings and Brad said as a community member he has that right.

#### **FIRE CHIEF'S REPORT:**

1. Activity Report: There were 32 calls during the month of December and a total of 250 calls in 2010. There has been an average of 6/7 personnel on calls with two pieces of apparatus responding during the past few weeks. The Chief has instructed new members, if the rescue or engine has already left on a call, to take another piece of apparatus and go to the call and remain in service on scene. This is an educational opportunity for new members to observe how calls are handled.

The engine or 1260 will go on EMS calls depending upon how many personnel respond.

Joyce Parker asked if the department could afford to send more apparatus out on calls with the potential of rising fuel costs. Chief Beaudoin said training could only go so far in-house. The real experience is learned when handling actual patient care. Chief Beaudoin said the department is currently under-budget in the fuel category.

2. Turnout washing machine – Before the machine can be installed the old septic tank needs to be dug up, pumped and removed. This is because the concrete is sinking in the parking area where the tank is located. The line needs to be hooked up to the main septic system. If necessary the sink and toilet will be taken out of the old building. The washing machine could be hooked up in the back building with electrical and plumbing costs estimated at \$500. An estimate from Crestwell Construction has been received (\$5,100) to dig up the old tank, pump it, remove it and hook to the main sewer line and cut the asphalt.

**\*FIRE CHIEF'S REPORT, continued:** Chief Beaudoin said a couple more bids should be received. Discussion followed on declaring an emergency to get the work done as soon as possible.

Ken Nelson mentioned this comes under the public bidding laws so other members of the community have an opportunity to bid. Chief Beaudoin will put this out for further bidding and bring this issue back to the board.

3. Uniform purchase – The uniform purchase is currently over budget. The Chief is considering an award system for giving out Class B uniforms. Discussion has been held about giving out uniforms once a volunteer completes the academy.
4. Engine purchase from Estacada Fire District – the offer made was for \$250/month for five years. Estacada Chief Hall will take the offer to his board and we'll wait to hear back.

The City of Portland has received a grant for new apparatus and equipment. On a first come, first serve basis they may give their current apparatus to their mutual aid departments. Kevin Donegan said to date no mutual aid companies have requested an engine so that gives other districts an opportunity to request apparatus. Chief Beaudoin said Colton is second on Portland's list to get a free, almost brand new engine. The offer to Estacada Fire District can be put on hold until hearing from the City of Portland which may take at least a month or longer.

Kent Carroll asked when the board authorized the expenditure of purchasing an engine from Estacada Fire District.

Chief Beaudoin said the departments are still in negotiation and when Estacada's department responds with specifics the board will take action.

5. Firefighter Miranda Carroll has a cost breakdown of physicals, but at the company officer level discussion needs to be held on what needs to be included in the physicals. Wellsprings has also provided a package bidding for services.
6. ISO rating – a community member 3.5 miles of the main station said her insurance went up \$400 because of an ISO rate change. The ISO audit has not been received as yet and if necessary the District can ask for a re-audit.

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**\*FIRE CHIEF'S REPORT, continued:** This Friday Chief Beaudoin will hold a coffee/donuts session with District patrons and he thinks the ISO rating will be a hot topic.

7. Oath of Office – A badge ceremony and promotional ceremony will be held in either February or March. The ceremony will also include a family appreciation night to honor families who have supported the volunteers.
8. Chief Beaudoin received a call from Lt. Penunuri of Molalla Fire District thanking Assistant Chief Anderson for going above and beyond the call of duty when he returned a medical kit to Molalla after it was left on a scene.

Assistant Fire Chief Anderson is also responsible for the MVA campaign that netted the District \$1,000 this month. The MVA campaign is directed at billing for motor vehicle accidents that occur with people who live outside of Colton Fire District.

Ivan Maluski asked if Colton Fire District is eligible for any of the Homeland Security Grants that are due later this month. Chief Beaudoin said one is for public education, like the smoke detector campaign and one is for nothing that Colton could utilize. Firefighter Fine has been sent to the Fire Marshal's office to talk about the smoke detector campaign and they are going to supply our District with the smoke detectors.

To date no information has been received about the Safer Grant.

**\*Volunteer Association President Report:** Miranda Carroll read a letter from the volunteer association and presented a cashier's check in the amount of \$1,000 to Chief Beaudoin for t-shirts and sweatshirts. The association requested a copy of receipt of the order. Rex Rice thanked the association for the donation.

**\*OLD BUSINESS:** Danny Fine suggested board members attend the SDAO conference. Rex Rice asked board members to contact Jan Kaforski if they are interested in attending.

**\*NEW BUSINESS:** Rex Rice said Exit Interview forms have been mailed out to Kerry Benthin, David Wales and Kent Carroll. To date, no completed Exit Interview forms have been received back. Exit Interview forms will be mailed out to Brad and Jodi Kuhn tomorrow.

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**\*NEW BUSINESS, continued:** Auditor Patrick Carney will be asked to attend February's board meeting to review the audit for year ending 6/30/10.

There are three vacancies on the budget committee that need to be filled. Ivan Maluski, Jim Postlewait and Rex Rice need to find patrons to fill those three-year terms and they will need to be appointed by the board.

Danny Fine made a motion to appoint Chief Beaudoin as the Budget Officer and Jim Postlewait seconded the motion. The motion carried by unanimous vote of those board members present.

Ivan Maluski made a motion to approve the Budget Calendar as presented. Don Vicars seconded the motion and the motion carried unanimously by vote of those board members present.

Board positions currently held by Ivan Maluski, Rex Rice and Danny Fine, are up for election in May 2011. Their terms will end June 30, 2011. Paperwork will be received from the elections office sometime in February or March. Brad Kuhn asked if any of those up for election are planning on running again. None of those up for election have made a decision as yet.

District Policy Review: Don Vicars would like to know Chief Beaudoin's impression of current policies. Don also suggested getting input from a member of the volunteer association. If a policy is revised a first and second reading is required. Discussion followed on holding a Saturday board meeting to review District policies.

**\*ADDED AGENDA ITEMS:** Discussion followed on Gary Anderson's performance evaluations during his probationary period. Ivan Maluski and Don Vicars conducted the first evaluation. Chief Beaudoin received the packet on Gary Anderson's fifth month with the probationary process being six months. He has an end of probationary status evaluation coming up. When completed, Chief Beaudoin will provide each board member with a copy.

Brad Kuhn asked if the board completed five evaluations with Chief Beaudoin doing the sixth. Board members Don Vicars and Ivan Maluski completed the first evaluation with Chief Beaudoin doing the remainder.

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**\*ADDED AGENDA ITEMS, continued:** Brad Kuhn said he noticed Kent Carroll's name has been crossed off the volunteer roster with his resignation last month. Brad wondered what the status is of Randy Johnson since his name has been crossed off the roster. Brad asked if Randy is on the department, off the department or is he on a leave of absence.

Rex Rice said Randy Johnson has been off the radar for a month or two. Chief Beaudoin said discussion of Randy Johnson's status will be discussed later this evening but not during the board meeting.

Brad Kuhn asked if Randy Johnson's name being crossed off the roster, is that on-going harassment? Don Vicars asked Brad why he would consider that harassment? Chief Beaudoin said Randy Johnson is on the current roster that he had in his possession.

Ken Nelson asked if the website will be maintained since the minutes from the last two board meetings have not been posted. Chief Beaudoin said hopefully the website will be updated soon.

Ken Nelson mentioned the board needs to revise the policy on the rate charged for copies of documents stating if a fee is charged for a copy it has to be documented how that fee was arrived at. Rex Rice said it's the board's intent to review that policy.

Tim Behrens said after the recent hiring session he wondered what the board found out about the veteran's preference law. Rex Rice said opinions were obtained from the District's attorney, BOLI, and the Veteran's Administration. All three of them could not agree on the interpretation.

Tim Behrens thanked Gary Anderson for letting him store a truckload of canned food at the station that was delivered to Tim's church. Families have since benefited from delivery of that food.

Tim Behrens wondered why the grills have been chained together and locked with a padlock and who did this. Tim said the volunteers have used those grills in the past. Chief Beaudoin said some District items have gone missing without the approval of the District or without written notice to the Chief or to the Board requesting those items. If items/equipment are on District property the Fire Chief should be notified before removal

**\*ADDED AGENDA ITEMS, continued:** Miranda Carroll said the volunteer association is a non-profit 501(3)© that has been in the community and benefited the community for years. As a non-profit there is the right to acquire assets that have been stored at the District and used to help raise funds to help out community projects. The association does this because fire districts cannot donate money to the community. Volunteer association items have been stored upstairs. Miranda said Chief Beaudoin requested volunteer items be removed from the upstairs bedroom. Volunteer association members removed items including paper plates, cups, foodstuff and the Wii machine to another storage site off premises.

Chief Beaudoin said there is a liability issue with removing property from District buildings without notification. If notification is not received the District could mistakenly interpret that those items have been stolen. This was confirmed by CCSO and they suggested a report be filed documenting items that were missing. This incident led to the grills being locked up.

Tim Behrens said he is the secretary of the volunteer association and there was a communication issue relating to items being taken off District premises.

Tim Behrens gave a status report regarding the volunteer association's membership stating some people have stepped off the department and leadership positions are now vacant. Donations have been made out of the volunteer association account, and if asked for, Tim will provide a list of those donations. Toby Fine has been voted in as secretary of the volunteer association. Tim has made recommendations to Toby on how to generate building up funds in the association bank account by holding dinners with boot donations and continuing the annual auction. Tim said some requests came in from community organizations and members present at the last association meeting approved making substantial charitable donations to those organizations.

Rex Rice said he's heard that all the funds in the association account are gone and what does the volunteer association usually carry over from year to year? Miranda Carroll said usually nothing is carried over, but in the past few years the carry over has been for projects that since went to the wayside. Miranda said an emergency request came in, funds were distributed, but it was not a liquidation of association funds.

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Rex Rice said in an effort to open communication between the volunteer association and the board and community, the volunteer association meetings should be open to the public. Tim Behrens said he invited Rex Rice and Don Vicars to join the meeting when they delivered turkeys to Tim at the church. Rex said if he knew an association meeting was being held he would have attended.

Miranda Carroll said the membership of the association is open to volunteer firefighters of Colton Fire District who are in good standing. Members cannot be paid staff of the department.

Tim Behrens said things need to be regrouped so there is no friction between the volunteer association and the District, but there are not enough officers to run the volunteer association especially since existing members have not stepped up to fill vacancies.

Miranda Carroll said the volunteer association does not discuss District business at their meetings but discuss how to help out the community. Rex Rice said if other people are allowed to attend the meeting then that would eliminate speculation of what is being discussed at those meetings. Miranda said anyone could ask about what has taken place at an association meeting.

Ivan Maluski said two years ago the District hosted the Farmers and Crafters Market and then the market moved to ColtonTel last summer. The Farmers and Crafters have found that the District location has proven to be a better location and they would be interested in holding the market at the fire station this year from June through August. Ivan said a specific proposal would be brought to the board next month. This will be placed on next month's agenda.

Rex Rice asked Kent Carroll how many years he was with the department. Kent said 10 years. Dave Wales had 6 years, Kerry Benthin had 18 years, Randy Johnson was a member on and off for 20 years. Brad and Jodi Kuhn had 3 years of service. Rex Rice acknowledged and thanked those people for their service on behalf of the District and the board. Brad Kuhn thanked Rex for the acknowledgement.

A joint board meeting will be held with neighboring districts on January 26<sup>th</sup> at 6:30 or 7:00 p.m.

\*The meeting adjourned at 8:20 p.m.

Respectfully submitted, \_\_\_\_\_  
Ivan Maluski, Secretary-Treasurer