

Scottsburg Rural Fire Dept Board Meeting Minutes

October 23, 2024

6:00 pm

Present: Jake Merz, Darreld Murphy, Don Peterson, and Amy Stauffer.

Guests: Mary Estill-Basham, Peggy Swanson, and Rosa Alvarez Macagba.

Meeting called to order at 6:00 p.m.

Don made a motion to elect Jake as the interim board president. Amy seconded the motion. Darreld abstained.

1. Jake talked about how we have an open board position that will need to be filled. SDAO suggested that the board take applications. After receiving some applications, we will conduct interviews. Don made a motion that we try and get someone who is already a volunteer on the department and then put it out to the public (Facebook, paper, store). Amy seconded the motion. All in favor.

Jake made a motion to make Amy the interim secretary. Darreld seconded the motion. All in favor.

2. SDAO suggested that we have job descriptions for all positions under the chief (volunteers, bookkeepers etc.) We will table this discussion until the next meeting.

3. Kevin is willing to be the bookkeeper. Jake suggested that we make a job description and contract for Kevin. Don suggested that each of the board members come up with things we want in the job description for the bookkeeper and then we can put them all together. Don made a motion to have Kevin be the bookkeeper for the department. Amy seconded the motion. All in favor.

4. SDAO suggested that we need to have 2 signatures on each check. Don made a motion that we have Kevin, Rick, and Darreld be signers on the checks. Amy seconded the motion. All in favor.

5. There was discussion about where to post the board meeting notices. Don made a motion to post them at the store, post office, and fire station. Amy seconded the motion. All in favor.

6. We will table policy for delegating tasks to board member until we meet with a consultant from SDAO.

7. There was discussion about the water tanks between the board members. There was a motion made by Don that we still get to both tanks and accept the bid for \$13,650 to have the tanks trucked to Oregon. Darreld seconded the motion. All in favor.

8. The building inspector submitted a bill for the permit for the addition to the building for \$840. Don made a motion to pay the \$840 permit. Amy seconded the motion. All in favor.

9. A 1987 Honda Civic was donated to the department. The board discussed a price range and decided \$1,000 would be a good price point. Don made a motion to sell the Honda Civic for \$1,000. Amy seconded the motion. All in favor.

10. Rick said that we are going to have to spend about \$2,600 on new tires for 4791. He is going to take it in tomorrow to get new tires.

Don made a motion to close the meeting at 7:03pm. Darreld seconded the motion. All in favor.