

**Scottsburg Rural Fire Department**  
**Board Meeting Agenda for November 12, 2024**

1. Prior business, financials, and meeting minutes.
2. Resolution for banking, must be signed by president and secretary, and say who is authorized to be on bank and credit card. Need minutes signed by secretary showing a vote on this.
3. Tabled from last time: Desire to schedule a meeting with consultant for Job descriptions and board member tasks?
4. Administrator for Office 365. We need someone to help with resetting passwords and managing access to Office 365. Admin email could be shared to reduce workload.
5. Billing for fires and MVAs. Do we want to bill for fires out of district? Who is going to do the billing now for MVAs?
6. Water tank delivery. Vendor who has tanks says we can wait to pick until next spring if needed. Phillip Daniels proposal for \$6,825 per tank to deliver to Scottsburg. Discuss issues and options.
7. Water tank placement. Community building says they will consider placement on their site only as a last resort. Asked us to consider other options. Recommended bypass road and contacting Roseburg Forest. Discuss ideas and delegate someone to contact stakeholders.
8. Sign screen bids are in. Recommendation is for a 16mm 66" x 40" high resolution two sided screen at \$13,320. Screen is already encased, no need for a metal encasement. Smaller sign uses less than 20 amps on circuit. May significantly reduce cost on installation. Screen vendor says to spend no more than \$2k on a post for sign. Do we want to order the sign and move forward with the project? We need to bring the screen to metal fabricator for final quote if metal work is desired for post or other design aspect.

9. Generator project. This has been tabled. Do we want to move forward on this at same time as sign? We will need to get bids for cost of project.
10. Radio grant. North Douglas is trying again for a FEMA grant. They want to know if we are still in for the matching portion. If approved, it would require us to contribute a 10% match toward dual band radios on new system to be installed in future.
11. Supplies for Kevin. May need a mouse for his computer.
12. Other business to discuss.
13. Board vacancy. Letters of intent to consider.