

# SILVERTON FIRE DISTRICT

## MINUTES

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

REGULAR BOARD MEETING 7:00 P.M. August 13, 2024  
Silverton Fire District Station #1 (Main Station)

I. **ROLL CALL:**

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

Dixon Bledsoe, Director  
Ryan Bielenberg, Director

**ABSENT:**

Ryan Bielenberg, Director

**IN ATTENDANCE:**

Chief Miles, Office Administrator (OA) Cantu, FF Wimp, Lt. Brown, FF Isherwood, FF Hughes, FF Peterson, FF Miller

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**

IV. **APPROVAL OF MINUTES:**

a) **Regular Board Meeting Minutes**

Director Bledsoe made a motion to approve the minutes of the July 9, 2024 board meeting. Vice President Palmer seconded the motion. The motion carried unanimously.

*(President Von Flue: Aye, Vice President Palmer: Aye, Director Bledsoe: Aye, Director Mengucci: Aye)*

V. **OPEN FORUM:**

FF Isherwood sought clarification on Open Forum as addressed in Board Policy 103. President Von Flue acknowledged FF Isherwood's inquiry and stated that the policy in question was going to be addressed under New Business.

VI. **OLD BUSINESS:**

a) None

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

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

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

*(President Von Flue: Aye, Vice President Palmer: Aye, Director Bledsoe: Aye, Director Mengucci: Aye)*

Vice President Palmer inquired about overtime expenses. Chief Miles explained that, since the District compensates its staff and volunteers for conflagration hours, these accounts often seem depleted at this time of year. Chief Miles assured the Board that this is a normal occurrence and reiterated that the District is reimbursed for all payroll-related costs. Director Mengucci then asked where the reimbursements from the Office of the State Fire Marshal (OSFM) are allocated. Chief Miles clarified that, following auditor recommendations, these funds are deposited into the general fund under Conflagration Revenues and are subsequently redistributed in the next year's budget.

## VIII. **CHIEF'S REPORT:**

### a) **Chief Report**

Chief Miles briefly reviewed the Chief's Report with the Board, highlighting the current call volume and conflagrations so far this season.

### b) **Asset Detail**

Chief Miles discussed the Fixed Asset Detail spreadsheet and its function for the auditors with the board.

### c) **Donation Recognition**

Chief Miles highlighted donations that were received in the last month. Donations were received in memory of Jerry Neff, a longtime volunteer with the District. A large donation was also received in appreciation for the work done with the smoke detector program.

## IX. **NEW BUSINESS:**

### a) **Open Forum**

President Von Flue addressed the new language added to the Open Forum section of the agenda. President Von Flue explained that the intention was to increase transparency and inform the public about the guidelines for participating in the Open Forum and was in line with what other public agencies do including the City of Silverton. A discussion ensued about public participation and compliance with Public Meeting Law. OA Cantu confirmed that the District adheres to ORS 192.610-192.710 and clarified the language related to public participation and interaction. Vice President Palmer suggested that any inquiries, comments, or concerns raised during Open Forum should be documented and added to the agenda for the next board meeting. OA Cantu also mentioned that the public can submit comments before the board meeting via the District's website or by calling the office.

### b) **Adopt Revisions to Board Policies 101-106**

Director Bledsoe made a motion to approve Policies 101, 102, 104, 105 and 106. Director Mengucci seconded the motion. The motion carried unanimously.

*(President Von Flue: Aye, Vice President Palmer: Aye, Director Bledsoe: Aye, Director Mengucci: Aye)*

Director Bledsoe discussed an edit to Policy 103. Policy 103 will be posted for 30 days once

the edit has been made.

**c) Review Board Policies 201-207**

The Board had discussion about Board Policies 201-207. President Von Flue addressed Board Policy 205, stating it was now obsolete. The Board will provide OA Cantu with any changes proposed.

**X. ITEMS PENDING:**

**a) Joint Board Meeting w/ City Council**

Chief Miles stated that the meeting went well. Discussion followed about topics addressed during the Joint Board Meeting with City Council.

**XI. ADJOURNMENT:**

With no further business to come before the Board, the meeting was adjourned at 7:50p.m.

Approved this 8th day of October, 2024.

Leo Von Flue

President

Minutes recorded and prepared by Candace Cantu