

**SILETZ VALLEY FIRE DISTRICT**  
Board of Director's Meeting  
MINUTES  
Tuesday, September 17, 2024  
18:20

**REGULAR BOARD MEETING**

**CALL TO ORDER & ROLL CALL:**

The Meeting of the Siletz Valley Fire District Board of Directors was called to order at 18:20 by Board of Directors President Rick Olson, present were, Gerry Schmit, Patti Skauge, and Dixie Morford. Reggie Butler was absent.

Staff in attendance were Fire Chief Dave Lapof and Office Administrator Teresa Daily. Volunteer Coordinator, Daniel Morford, was attending a Rope Rescue Meeting.

**GUESTS:**

Sarah Bowers, our Social Media coordinator took pictures of the board members and showed a montage of her work that's been posted to Facebook.

**MINUTES**

Approval of minutes from August 20, 2024, Moved by Patti and 2<sup>nd</sup> by Dixie – Motion Passed

**CORRESPONDENCE –**

Thank you letter from Jefferson County Fire and EMS for help with Conflagration at the Elk Lane fire.

Letter and outline for the upcoming Fiscal Year 2024 audit from Grimstad and Associates.

Call Data review YTD broken down by call type and zip code.

Communique for Summer 2024 from the Oregon Fire District Directors Association and the Upcoming 2024 Oregon Fire Service Conference.

**PUBLIC COMMENT –** No public comment

**FINANCIAL REPORT**

1. Gerry reviewed the first two months of fiscal 2025. We have had quite a few expenses that are based on reimbursable activities, such as conflagration and the Volunteer Coordinator grant.
  2. Due to those pending reimbursements we had to temporarily transfers from LGIP to cover the initial costs.
  3. We are looking at establishing a relationship with Oregon Coast Bank for a Line of Credit. This will be discussed in more detail under New Business.
  4. We have two unbudgeted grants: Tender and Hose.
- Patti made a motion to accept the treasurer report, Dixie 2<sup>nd</sup> the motion - Motion Passed

**COMMITTEE REPORTS –**

- Volunteer Association Report:
  - Brief review of the Volunteer Association report.
- Emergency Preparedness:
  - Attended the Lincoln County preparedness fair.

**VOLUNTEER COORDINATOR REPORT**

- We have several cadets that will be coming on board.
- 2 volunteers will be leaving. Potential 2 new volunteers pending.

**CHIEF REPORT**

- Several upcoming CPR classes
- Captain Morford and Chief spent 6 hours working with WVCC to update reporting plans on apparatus and dispatching. Breakdown attached to his report.
- Apparatus annual maintenance has been completed with a few small items to be completed.
- Robert Kilgore has taken on a full-time job with Thompson Disposal but will still be a volunteer.
- Chief Robenson, Captain Morford and Chief looked at a variety of tenders for the grant. The tender is going to be shared between Toledo and Siletz.

**OLD BUSINESS**

Determined a tentative date for a Strategic Plan meeting with George Dunkle from SDAO. We will be hoping to start this process on 11/23/24 based on George's availability.

**NEW BUSINESS**

1. Approval to open a new bank account and enter into a Line of Credit loan agreement with Oregon Coast Bank using the Logsdon Station property as collateral.

Dixie made a motion to open an account with Oregon Coast Bank, Gerry 2<sup>nd</sup> the motion. Motion approved.

Gerry made a motion to open a line of credit with Oregon Coast Bank, using the Logsdon Station property as collateral with a credit limit of \$75,000.00. Patti 2<sup>nd</sup> the motion. Motion approved.

2. Chief Lapof excused himself so the board could discuss his contract that was up for renewal. When the chief rejoined the meeting, he said that he did not want a salary increase and that he was fine with extending his current contract as is. Gerry will follow up with updating the contract.

Rick motioned at 19:48, pursuant to ORS 192.660(2)(e) the Board will adjourn to executive session to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

At 19:49 the Executive Session was opened.

At 20:22 Rick closed the Executive Session

At 20:22 Patti made a motion to open the Regular Session of the Board Meeting. Dixie 2<sup>nd</sup> the motion and the motion passed.

**PUBLIC COMMENT** – None

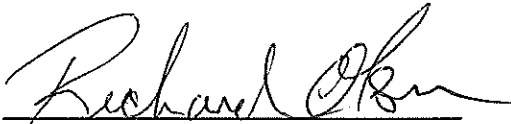
Patti moved to pay bills Dixie 2nd the motion, motion passed.

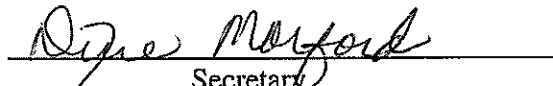
**NEXT MEETING**

October 15, 2024, Regular Board Meeting at 6:00PM

**GOOD OF THE ORDER** – Rick thanked Gerry for all his work with him on the property. Patti thanked everyone for their work and ease of working together.

Moved to adjourn by Dixie, Patti 2<sup>nd</sup> the motion. Motion passed. Meeting adjourned at 20:29

  
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President

  
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Secretary