

Aumsville Fire District



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BOARD OF DIRECTORS REGULAR MEETING MINUTES

490 Church Street, Aumsville

December 11, 2025

Call to order: Meeting called to order by President Rachel Fellis at 18:33 or 6:33 pm

Attendance:

Board members: Present: Rachel Fellis, Wayne Kuhl (telephone), Odas Coleman,
Absent: Vanessa Swenson, Nic Schrock

Staff: Chief Robert Garrison, Office Administrator Jamie Chamberlin

Volunteer: None

Public: Kori Sarrett Accuity LLC

Flag Salute led by Director Fellis

Approval of December 11, 2025, Agenda: Action: *Director Coleman made the motion to approve December 11, 2025, agenda. Second by Director Kuhl. All approved*

Approval of November 13, 2025, minutes: Director Kuhl made the motion to approve the November 13, 2025, minutes with no changes. Second by Director Coleman. All approved.

New Business: Kori Sarrett from Accuity LLC reviewed the 2024/25 audit performed in August. She said that there were 3 items to address.

1. *As in previous years, the size of the district staff is detrimental to keeping a good tracking of funds. Kori stated that we are doing a good job and that the board just needs to ask questions when signing checks and reviewing invoices.*
2. *Conflagration income versus conflagration expense. Due to Oregon budgeting laws, expenses cannot be listed as negative amounts. A resolution must be made to move the funds from income to any expenses. This is a quite common mistake and easily remedied.*
3. *Three funds were slightly over budget. Also easily remedied by moving funds with a resolution. Kori stated that for an employee new to budget process, Jamie is doing a good job and if she doesn't understand, she contacts them to ask. Kori also stated that the company is there for all the board and staff to ask questions.*

Secretary/Treasurer Report: Documents were available for review. Chief Garrison spoke to the board regarding Assistant Chief Swenson's pay scale. The scale used previously is being updated and corrected. Discussion ensued regarding Chief Garrison's pay as well. It was agreed that Jamie would send the board the evaluations for Chief Garrison so that by either the January or February meeting a pay raise would be agreed upon.

Volunteer Association.

Public Comments: None

New Business: Resolution 2025-06 Accepting revenue and authorizing expenditures and transfers for 2025 Conflagration was discussed. Total funds received was \$290,561.32 from the California January wildfires and several Oregon fires. Chief Garrison went over the line items that were wanted to increase. 8 items in general fund were needing to increase. Assistant Chief Swenson pay, conflagration payroll, PERS for conflagration firefighters, Personnel ID (badges and passports) Computer supplies and support, Uniforms (jackets) Building and Land CO due to roof

repairs and insulation installation and Equipment CO for the purchase of saws and other equipment for the volunteers. The resolution was read by Director Fellis. Motion was made by Director Coleman to approve the resolution, seconded by Director Kuhl and all approved. Jamie will move the funds into the appropriate line items in the budget and then get final approval from Kori to make sure it is correct.

Old Business: 4th Street fence. Chief Garrison stated that nothing has changed. After the November meeting, Jamie had notified Mr. Wallace of the board's decision to increase the offer by \$50. At that point, Mr. Wallace said that he wanted the fence paid in full by the district or nothing. He stated that he will contact a lawyer and hung up. Mr. Harding from the city of Aumsville spoke with Chief Garrison and asked if the board could offer up to \$1700 to appease Mr. Wallace. It was agreed that the Board felt they had offered everything they could and to leave it alone. No further discussion on the matter.

Chief's Report: Turkey shoot recap. We had really good numbers. Bingo cards were handed out to 363 people. Chief Garrison said that one lady told him she had attended for 45 years and had not won a turkey. Unfortunately, at that time, all the turkeys were gone, and he could not give her one. Insulation is complete. It has made a noticeable difference in the warmth of the bays. New led lights have been purchased for the bays and we are hoping that it will make a difference on our power bill. Garage door controllers have been installed. These were originally budgeted for. Santa Saturday is December 13. Firefighters will escort Santa in his parade about town and open house will follow. Christmas potluck is scheduled for December 20th at 6pm. There was a shed fire this morning. It was a good thing there were firefighters in the station as it could have been bad. They got it knocked down before the flames could do much damage to the house it was next to.

Good of the Order: None

Next Regular Board Meeting is scheduled for January 8, 2026. Topics for discussion will be policy update starting with #2 board member duties and Chief Garrison's review.

Adjourn: **Action:** *Motion to adjourn by Director Coleman and seconded by Director Kuhl. Motion carried unanimously adjourning the meeting at 19:30 (7:30pm)*

Rachel Fellis, President _____ Date: _____

Vanessa Swenson, Secretary _____ Date: _____