**Umatilla County Fire District #1**

**BOARD OF DIRECTORS**

**Regular Board Meeting Minutes**

**August 9, 2023**

***Present:***

The meeting was called to order at 1900, August 9, 2023, in the meeting room at Station 23, 78760 Westland Road, Hermiston, Oregon by Board President Ric Sherman. Those present included board members Mike Hawman, Jim Whelan, Eldon Marcum, Chief Scott Stanton and Clerk Reta Larson.

***Pledge of Allegiance:***

Director Hawman led the pledge of allegiance.

***Guests:***

None.

***Minutes of July 12, 2023, Board Meeting***

Director Marcum noted an error in the minutes in the section on board organization. The minutes said that it was unanimous vote for Director Marcum to serve as Board Vice President. It should read that it was a unanimous vote for Director Hawman to serve as Board Vice President. With that correction Director Marcum moved to approve the July 12, 2023, board meeting minutes. Director Hawman seconded the motion. Motion passed.

***Financial Report:***

The bond debt balance sheet shows $27,357.09 in bond taxes LGIP, $36,074.03 in bond debt services, $5,000.17 in bond debt services checking and $-412.00 due from other accounts for a balance of $68,019.29. The bond capital outlay balance sheet shows $5,914,898.51 in the Bond LGIP account, $-85,838.03 in the bond account, no funds in the bond checking account and $-85,248.64 due from other accounts for a balance of $5,743,811.84. The bond transaction report shows eleven transactions totaling $359,855.99. Director Whelan asked when we would receive the ambulance. Chief Stanton stated that Ryan had flown down to get it and it is here now getting the load system installed. It should be in service soon. The balance sheet for the General Fund shows a balance in LGIP of $2,463,663.936, $500.00 in petty cash, $41,643.41 in the Banner Bank checking account, $-1,737.29 in unapplied credits/overpayments and $153,581.02 due from other accounts for a balance of $2,657,650.50. The budget report was then reviewed showing taxes collected during July total $50,421.21. Ambulance Service Fee Revenue collected during July total $254,336.11. Maintenance Service Fees collected during July total $775.15 and Grant funds collected in July total $30,000.00. $3,051.92 was received in Intergovernmental agreements and $490.00 was received in fire suppression fees during July. Miscellaneous Revenue of $7,953.47 was received in July. No other revenue was received during the month. Total revenue collected during the month of July was $347,027.86. For expenses, $720,539.88 was spent on Personal Services. Materials and Services expended during the month of July totaled $123,723.71. The final report reviewed was the bank transaction report. Clerk Larson reviewed multiple transactions with July expenses totaling $1,031,850.44. With no questions regarding the financial report, Director Whelan moved to pay July expenses in the amount of $1,031,850.44. Director Marcum seconded this. Motion passed.

***Communications:***

None.

***Chief’s Report:***

See attached report. July calls totaled 546.

***Old Business:***

Capital Improvements

And Purchases:

Station work: Chief reported that work on Station 24 is progressing with electrical work being completed and work starting on the parking lot. Demolition has been completed on Station 22 with work delayed on the roof until some roof structure parts arrive. Chief Stanton has been working with the architects on pre-design and schematic design for Phase II at Station 23. Work is expected to start in November or December. Construction design is underway on Station 21 with work expected to begin next summer. Director Marcum asked about the work at Station 22. Chief Stanton stated that mainly it was all seismic upgrade with a small amount going into some exterior paint.

Apparatus status: Corey Gorham’s new pickup should arrive this month. The type three engine from the State of Oregon will be here in December 2023 or January 2024.

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Hutterittes MOU: Chief Stanton had contact with Herb Stahl but nothing new to report. Chief expects to have further discussion once the farming season winds down.

CDA Annexation and

MOU:

They will deed us 2 acres for future development of a fire station. Chief has the MOU ready for Board President Ric Sherman’s signature.

Auditors RFQ results: There were five responses to the RFQ. Three firms cannot do the audit. The two firms have responded with quotes. The firm of Accuity out of Albany, Oregon quoted $12,000.00. This firm does about twenty fire departments/districts. The new firm of Anderson, Boylan, Ramos quoted $18,000.00 to do the audit. Chief likes the idea of having a local firm complete the audit. Their proposal was a little more detailed than the firm from Albany. Board President Sherman asked what was budgeted for the audit. Clerk Larson responded that the budgeted amount is $11,000.00. Director Marcum moved to accept the new firm from Hermiston (Anderson, Boylan, Ramos) to complete the audit this year. This was seconded by Director Hawman. Motion passed.

Grants: A grant from Amazon in the amount of $200,000.00 has been awarded to the district as well as $30,000.00 from Wildhorse Foundation for a cardiac monitor. The Chief’s estimate on the monitors through the Zoll One program was going to be over $100,000.00 for the next 10 years. The program for seven monitors with $400,000.00 down payment would have an annual payment of approximately $41,000.00. This is the program that Chief has directed Richard Cearns to pursue with Zoll. Chief Stanton would like the board to approve this change for the program with Zoll. Director Hawman moved to amend the original motion to go with the seven monitors with the $400,000.00 down payment and approximately $41,000.00 annual payment. This was seconded by Director Marcum. Motion passed. Director Whelan then moved to accept the $200,000.00 grant from Amazon. This was seconded by Director Marcum. Motion passed. Director Hawman moved to accept approximately $30,000.00 from Wild Horse Foundation. This was seconded by Director Whelan. Motion passed.

***New Business:***

RFP recommendation for

A/E Team: The request for proposals resulted in only one quote for the architectural/engineering team. The quote was received from SZ architecture. Director Marcum moved to accept the firm of SZ Architecture for the architectural/engineering. This was seconded by Director Hawman. Motion passed.

Award Presentation

(Ric): Ric has worked with Rotary on securing funding to have peace poles installed at the district’s stations. Rotary is paying for the pole at Station 23. Due to the district’s commitment to the peace pole program, Rotary is planting 10 trees in the district’s name.

**Board Member Comments:**

None.

**Adjournment:**

There being no further business before the board, the meeting was adjourned at 1951.