**Umatilla County Fire District #1**

**BOARD OF DIRECTORS**

**Regular Board Meeting Minutes**

**June 9, 2021**

***Present:***

The meeting was called to order at 1901, June 9, 2021, in the meeting room at Station 23, 78760 Westland Road, Hermiston, Oregon by Board President Ric Sherman. Those present included board members Eldon Marcum, Mike Hawman, Bruce Naugher, Spike Piersol, Fire Chief Scott Stanton and Board Clerk Reta Larson.

***Pledge of Allegiance:***

Director Bruce Naugher led the Pledge of Allegiance.

***Budget Hearing:***

Board President Ric Sherman opened the budget hearing for any discussion regarding the 2021 – 2022 budget. There being no comments, President Sherman closed the budget hearing.

***Guests:***

Jim Whelan and Karen Sherman (wife of Board President Ric Sherman) were welcomed.

***Minutes of May 19 Board Meeting:***

Director Marcum moved to approve the minutes from the May 19, 2021, Budget Committee Meeting and Regular Board meeting minutes. Director Naugher seconded the motion. Motion passed.

***Financial Report:***

Clerk Larson presented the financial report beginning with the balance sheet. The balance sheet shows a balance of $1,955,276.20 in LGIP, $126,466.60 in Banner Bank with a total balance of $2,082,242.80. The next report was the budget. The taxes collected to date total $4,306,564.92. The percentage collected is 100.62 percent. The projection for taxes to be collected are very close to what was budgeted. The ambulance revenue collected is at $2,900,486.64. This is 111.70 percent collected of what was budgeted. With 102.45 percent total revenue collected and 77.41 percent total expenditures. The explanation on the expenses being only 77.41 percent is that due to COVID, there just has not been the travel and training expenses and fuel was a little cheaper than anticipated. The final report is the bank transaction report. Check number 9672 to Bound Tree Medical for $13,113.18 are for medical supplies to keep the ambulance stocked. Check number 9679 to Santander Bank is the annual apparatus payment for the two trucks. Check number 9685 for $1000.00 is the monthly payment for the arson investigator. Check number 9688 for $2035.00 to Elite Extrication is for stabilization equipment. Check number 9684 for $1075.00 to A J’s is for uniforms for personnel. Check number 9696 for $1545.00 to Image Trend is for a new module. Check number 9705 for $2175.93 to Racom is for new pagers. Check number 9715 for $5752.94 to Banner Bank is the credit card payment. Check number 9716 to Bound Tree Medical for $4458.43 is for additional medical supplies. Check number 9723 for $9150.00 to Image Trend is for the annual fee for the software. Check number 9730 for $10,614.00 to Lexington Pump LLC is for a water system at station 23. This will be reimbursed by DPSST through a grant. The final expense is for payroll with the exception to the check to CIS trust to pay for medical, dental and life insurance premiums for employees in the amount of $62,673.51. The total expenses for May is $712.139.40. Board Chair Ric Sherman had questions regarding the new module purchased and the check written to Banner Bank. Director Hawman had a question regarding the two entries to PERS for $105,264.12. The second entry was actually credited back. With no further questions regarding the financial report, Director Hawman moved to approve May expenses in the amount of $712,139.40. This was seconded by Director Piersol. Motion passed.

***Communications:***

Director Marcum reported that the fire fighter’s association had a very successful golf tournament with a record profit. He also reported that the association is busy planning for the upcoming fourth of July celebration.

***Chief’s Report:***

See attached report.

***Old Business:***

Bond update:

Resolution 2020 – 2021 #3

Issuance of Bond The resolution is for issuance of the bonds. The first order of business once the money has been received is to pay off the debt service. This will free up approximately $243,000.00 back into the general fund. The resolution authorizes issuance of the full amount, but we are only using the 6.4 million with this first issuance. Director Piersol moved to adopt Resolution 2020 – 2021 #3 authorizing issuance of the bonds with corrections. This was seconded by Director Naugher. Resolution adopted.

Station 25 state

Permit update: No updates.

URFPD prevention

contract: Chief Potts has the proposed agreement but has not responded to the proposed changes.

Dispatch Update: Chief Stanton reported that he is still trying to arrange a meeting when both Captain Primmer and Chief Forquer can meet.

Fuel Vendor Update: In talking with Ryan Campbell regarding the needs of the district, Chief Stanton is trying to put together a packet that all the vendors may bid on.

***New Business:***

Solicitation for A/E

firm: Direcctor Marcum moved that Chief Stanton is authorized to prepare the request for proposals for solicitation for an Architecture and Engineering firm. This was seconded by Director Piersol. Motion passed.

Resolution 2020 – 2021

#4 Billing for lift assists: The heading on the resolution is incorrect. This resolution was in place before the transition to the new district. Chief Stanton read the Resolution. Director Piersol moved to adopt Resolution 2020 – 2021 #4. This was seconded by Director Marcum. A roll call of each board member resulted in five yes votes to 0 no votes from each of the five board members present. Resolution adopted.

Surplus 2003 Dodge

(mechanic’s pickup: With the new forest service vehicle being received the 2003 Dodge is no longer needed. Director Marcum moved to surplus the 2003 Dodge pickup. This was seconded by Director Naugher. Motion passed.

Staff Vehicles and

Brush Engine Chassis

Procurement: Chief Stanton reported that in discussions with the executive staff regarding apparatus and their age and the cost of them increasing, it was unanimous that two staff vehicles (command) vehicles be replaced. They will cost $42,000.00 each. The vehicles will be purchased with bond money. The vehicles to be purchased will be Chevrolet Tahoes. The $42,000.00 bid is off the State bid. Director Piersol moved to purchase the two Chevrolet Tahoes at $42,000.00 each. This was seconded by Director Hawman. Motion passed.

 The second items needed are brush engine chassis. The committee will meet next week to decide what chassis they would like to purchase. If ordered now, they will not be here until November. Ryan would like to build them. Chief budgeted $385,000.00, but Ryan thinks he can build them for approximately $120,000.00 each. This will save us a large chunk of money. Chief would like authorization to go out for competitive quotes for the chassis. These will replace Brush 24 and Brust 21. Director PIersol moved to authorize Chief Stanton to go out to bid for two chassis for brush apparatus. This was seconded by Director Marcum. Motion passed.

Additional Ambulance

Order (2nd Box Medic

Unit & transport unit): The board authorized ordering a box type ambulance last month. With this order we can add a second ambulance and save $7000.00. If we pay for it in advance, we can save an additional $4500.00. This will be exactly like the one that was previously ordered it will just be a little bit behind the first one on the assembly line. The second part of this is for a transport ambulance. The quote received is for a Ford chassis and will be approximately $30,000 cheaper than the Mercedes ambulances we have been purchasing. The ambulances are approximately 270 days out from order date. Director Hawman moved to purchase a second box unit ambulance. This was seconded by Director Piersol. Motion passed. Director Marcum moved to purchase a transport ambulance. This was seconded by Director Hawman. Motion passed.

Resolution 2020 – 2021

#5 Adopting Budget,

Making Appropriations

and Assessing Taxes: Director Naugher moved to adopt Resolution 2020 – 2021 #5 to adopt the budget, make appropriations and impose and categorize taxes. This was seconded by Director Piersol. Resolution adopted.

Board Meeting Sites: With COVID 19 limitations lessening, Director Sherman would like to entertain the idea of once again meeting at Station 21. All board members felt that it makes sense to move board meetings back to Station 21.

Construction Management

Firm: Chief Stanton had received a call from someone wanting to provide construction management services with the upcoming projects that are planned. Chief had not really thought about it. With Karen Sherman (School board member) in the audience Chief asked her what the school district has done regarding construction management. She said that the school district has hired a construction manager to oversee their projects. He has provided a monthly report to their board. Chief Stanton is asking the board their feeling on pursuing a project manager to represent the district’s interest in the upcoming renovations and construction. The board authorized Chief Stanton to move forward with investigating options and cost for a construction manager.

Presentation: Director

Bruce Naugher: Chief Stanton on behalf of the Board of Directors presented Director Bruce Naugher with a plaque and mug in appreciation of his time and effort as a board member for Umatilla County Fire District #1.

**Adjournment:**

Director Sherman asked Director Naugher to close the meeting. There being no further business before the board, the meeting was adjourned at 2000.