**Umatilla County Fire District #1**

**BOARD OF DIRECTORS**

**Regular Board Meeting Minutes**

**June 8, 2022**

***Present:***

The meeting was called to order at 0902, June 8, 2022, in the meeting room at Station 23, 78760 Westland Road, Hermiston, Oregon by Board President Ric Sherman. Those present included board members Eldon Marcum and Jim Whelan, Fire Chief Scott Stanton, Deputy Chief of Operations, Jimmy Davis, David Hansen a community member who has been helping Chief Stanton with various projects and Clerk Reta Larson.

***Pledge of Allegiance:***

Director Marcum led the pledge of allegiance.

***Budget Hearing:***

Board President Ric Sherman opened the budget hearing for any discussion regarding the 2022 – 2023 budget. There being no comments, President Sherman closed the budget hearing.

***Minutes of May 11, 2022 Board Meeting***

Director Marcum moved to approve the May 11, 2022, board meeting minutes. Director Whelan seconded the motion. Motion passed. Director Marcum moved to approve the budget committee meeting minutes from the May 11, 2022, budget committee meeting. Director Whelan seconded the motion. Motion passed.

***Financial Report:***

Clerk Larson started with the Balance Sheet for the bond. This report shows a balance of $2,683,539.43 in LGIP and $71,240.34 in the Banner Bank bond account for a total cash balance of $2,707,768.77. The bank transaction report for the bond contains six transactions totaling $757,191.09. This includes check number 1011 to Anderson Perry & Associates, Inc. in the amount of $9109.99 is for engineering costs, check number 1012 to Sea Western in the amount of $96,784.25 for turnouts, check number 1013 to Day Wireless Systems in the amount of $9,104.98 for communication equipment for the new Tahoe’s, check number 1014 to Stryker Sales Corporation in the amount of $82,293.27 for load systems and power cots for the three new ambulances, check number 1015 to Zions Bancorporation, National Association in the amount of $368,100.00 for a bond principal and interest payment and check number 1016 to True North in the amount of $191,888.60 for the new box ambulance. This is 95 percent of the cost of the ambulance. The next report reviewed was the Balance Sheet for the General Fund. This report shows a balance of $2,165,876.13 in LGIP, $500.00 in Petty Cash and $71,094.84 in the Banner Bank checking account for a total of $2,018,295.20. Budget Report for the general fund show taxes collected during May total $79,283.58 Ambulance revenue collected during May total $227,375.70. This includes FireMed funds collected. No Maintenance Service fees collected during May. Grant funds collected during Mayl total $14,883.75. Intergovernmental Agreement fees collected during May total $14,000.00. No Fire Suppression fees collected during May and Miscellaneous Revenue collected during May totaled $5,448.02. Total revenue collected during the month of May was $340,991.05. For expenses $553,946.87 spent in Personal Services. Materials and Services expended during the month of May totaled $111,708.63. With no questions regarding the budget, the final report to review was the bank transaction report. The first transaction noted was check number 10413 to Sea Western in the amount of $12,383.75 is for turnouts and will be reimbursed by the SAFER grant. Check number 10417 to CECO (Carson Oil) in the amount of $6,239.18 is the district’s fuel costs. Check number 10426 to First National Bank in the amount of $3,899.90. This is one of the district’s credit card payments. Check number 10431 to Image Trend, Inc. in the amount of $4,120.00 is the annual renewal fee. Check number 10436 to Oregon Health Authority is the drawn down money for GEMT and should be reimbursed any day. Check number 10441 to Sea Western in the amount of $3,414.60 is for PPE. Check number 10446 and 10447 to Preferred Property Management totaling $1,794.00 is for apartment rental for district employees. This will be an expense to the district until the station remodeling is complete. Check number 10450 to Banner Bank in the amount of $5,858.08 is the other credit card payment. Check number 10461 to Oregon Volunteer Firefighters Assoc. in the amount of $1600.00 is for conference costs for district employees to attend classes. Lastly check number 10463 to Tom Denchel Ford Country in the amount of $3,621.28 is for Medic 21 repairs. May expenses total $666,830.78. Director Whelan moved to pay May expenses in the amount of $666,830.78. Director Marcum seconded this. Motion passed.

***Communications***

David Hansen reported that he is working on some projects with Chief Stanton regarding annexation and strategic planning.

Director Marcum reported that OVFA (Oregon Volunteer Fire Fighters Association) conference starts tomorrow.

***Chief’s Report:***

See attached report. Lt. Josh Smith is resigning effective June 23.

***Old Business:***

Bond procurement and

Station work update: Chief reported that he had just received the GMP (Guaranteed Maximum Price) for Phase 1 of the Station 23 work. It is coming in where expected. The addition will be a painted block building. The groundbreaking ceremony is June 22. Chief encouraged participation from the board members in the groundbreaking ceremony. Chief is hoping to go out to bid on the Station 24 work within the next 30 days. Scott Goff will be relocating to Stanfield City Hall either in September or October while Station 24 is being remodeled.

Rescue Equipment & vehicle/chassis: The transport and box ambulance are in transit on low boys. They should arrive in Hillsboro this week. Both should be in Hermiston and in service within the next few weeks. Both brush chassis are in Sandy, Oregon. Chief proposed some change order costs of $13,196.00 to the engine and $22,722.00 to the ladder truck. President Sherman asked how this increase fits in the budget. Chief responded that there is money in the budget for this increase. Director Whelan moved to proceed with the change order costs. This was seconded by Director Marcum. Motion passed.

Telehandler purchase: Chief reported that the district had the opportunity to purchase a telehandler for $14,000.00. Ryan has an appointment next week to look at it. Director Marcum moved to purchase the telehandler. This was seconded by Director Whelan. Motion passed.

IT contract with COH: Chief Stanton signed the IT contract with the City of Hermiston. Jordan Standley will be moving from employment with Intermountain ESD to employment with the City of Hermiston as their IT manager. Chief Stanton thinks that the service we receive will be better.

CDA lands annexation: The May 1st date came and went for the transfer of the land. Chief reported that the district is just waiting but Chief Stanton hopes to have a resolution for the board next month to annex the land into the district.

Contract with Community

Counseling Solutions: This contract will give the district eight hours each month of counseling, education and training for PTSD, anxiety, and suicide prevention. This is a proactive approach that the district is hoping to have in place by July 1.

Ambulance Service

Area agreement

extension: The current ASA agreement has been extended for an additional year.

***New Business:***

Resolution to move

Contingency funds #3: Board President Sherman read Resolution 2021 – 2022 #3. This is a resolution to transfer and disburse funds from contingency to various expenditure accounts that were over budget. Director Whelan moved to adopt Resolution 2021 – 2022 #3. This was seconded by Director Marcum. Resolution 2021 – 2022 #3 adopted.

Resolution to adopt

Budget and Assess Taxes: Board President Sherman read Resolution 2021 – 2022 #4 Adopting budget, making appropriations, and imposing and categorizing taxes. Director Marcum moved to adopt Resolution 2021 – 2022 #4. This was seconded by Director Whelan. Resolution 2021 – 2022 #4 adopted.

Surplus C-23: This is a 2008 Ford F150 that needs approximately $5000.00 in mechanical work. This vehicle is scheduled to be replaced by one of the Tahoes. Director Marcum moved to surplus C-23. This was seconded by Director Whelan. Motion passed.

Over hire for Staffing: There are currently 2 openings for positions within the district. Chief reports that there are currently 3 good candidates. Hiring three gets the district staffed at 27-line personnel. Director Whelan moved to hire three people. This was seconded by Director Marcum. Motion passed.

Executive Session: No Executive Session

Collective Bargaining

Contract With Union: The “E” board had approved an agreement, but the union body did not agree. The district may go into July 1 with no contract signed.

**Board Member Comments:**

Director Marcum reminded everyone about the awards banquet next week.

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Director Sherman has asked Jim Whelan and he has accepted the task of presenting the board award to the board’s recipient.

**Adjournment:**

There being no further business before the board, the meeting was adjourned at 9:58.