**Umatilla County Fire District #1**

**BOARD OF DIRECTORS**

**Regular Board Meeting Minutes**

**September 13, 2023**

***Present:***

The meeting was called to order at 1900, September 13, 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, Spike Piersol, Chief Scott Stanton, Office Manager Candice Osborne, David Hansen and Clerk Reta Larson.

***Pledge of Allegiance:***

Director Hawman led the pledge of allegiance.

***Guests:***

None.

***Minutes of August 9, 2023, Board Meeting***

Director Marcum moved to approve the August 9, 2023, board meeting minutes. Director Piersol seconded the motion. Motion passed.

***Financial Report:***

The bond debt balance sheet shows $27,930.10 in bond taxes LGIP, $36,074.03 in bond debt services, $5,000.39 in bond debt services checking and $-412.00 due from other accounts for a balance of $68,592.52. The bond capital outlay balance sheet shows $5,389,555.41 in the Bond LGIP account, $20,138.55 in the bond account and $-39,077.64 due from other accounts for a balance of $5,370,616.32. The bond transaction report shows thirteen transactions totaling $440,037.66. The balance sheet for the General Fund shows a balance in LGIP of $2,187,120.54, $500.00 in petty cash, $14,793.71 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 $2,354,257.98. Director Sherman asked when we could expect our first tax payment. Chief Stanton reported that the big payment is received the first part of November with smaller payments received every month. The budget report was then reviewed showing taxes collected during August total $38,625.72. Ambulance Service Fee Revenue collected during August total $273,761.05. No Maintenance Service Fees collected during August. Grant funds collected in August total $29,256.00. No fees collected from Intergovernmental agreements and $1300.74 was received in fire suppression fees during August. Miscellaneous Revenue of $756.17 was received in August. No other revenue was received during the month. Total revenue collected during the month of August was $343,699.68. For expenses, $640,645.57 was spent on Personal Services. Materials and Services expended during the month of August totaled $125,934.47. $4083.00 was spent from the General Fund Capital Outlay fund during August. The final report reviewed was the bank transaction report. Clerk Larson reviewed multiple transactions with August expenses totaling $879,578.72. Director Sherman asked about the check to Bound Tree Medical (check number 11433 in the amount of $4391.00). Clerk Larson explained that these are medical supplies to keep the ambulances stocked. With no further questions regarding the financial report, Director Hawman moved to pay August expenses in the amount of $879,578.72. Director Piersol seconded this. Motion passed.

***Communications:***

Volunteer Association: Director Marcum reported there is a business meeting scheduled for tomorrow night. They will discuss Octoberfest (October 21) and the upcoming preparation for the Halloween celebration among other things.

***Chief’s Report:***

See attached report. August calls totaled 569. This represents a 3.64 percent increase over last August’s calls.

***Old Business:***

Capital Improvements

And Purchases:

Station work: Chief reported that there is one last electrical part that will ship on October 26 for Station 24. The Certificate of Occupancy should be issued mid to end of November. We are getting some roof steel structures for Station 22 for the seismic work there. The completion at Station 22 is also expected to be done mid to end of November. Chief signed extensions on both grants for completion through the end of December. There is a meeting next week for the design work for both Station 21 and 23. The plan is to start work this winter on Station 23 and next summer on Station 21.

Apparatus status: Corey Gorham’s new pickup is here. The new tower should arrive in the next 30 days with it being in service targeted for November 1.

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Hutterittes/Medical

Training and station: Chief Stanton reported that the Hutterittes can really focus on some CPR/First Aid and fire training during November through February. They are going to try to get some AED’s at their location as well. We will provide an engine for them, and they will provide two tenders. It is anticipated that an ISO regrading will be planned for next spring or summer to get everything graded to a 3 with one exception of a small area around the I84 and highway 207. Director Whelan had a concern with our district employees using the Hutterites tenders. Chief reported that he is working with SDAO and our insurance as to how this will work.

CDA Annexation:

 This is now in the hands of the Columbia Development Authorities’ attorneys. Director Whelan asked if they lost their insurance. Chief believes that they received an extension.

Grants – Safer grant

writer: Chief reports that a Safer grant writer has been found. He is located in Washington D.C. He specializes in FEMA grant writing. Chief believes is fee is reasonable.

***New Business:***

New Parking Shed: Chief is working on storage for the new investigation trailer. We probably won’t have it until late winter or spring. Chief has received some bids for a 30 X 36 carport style that will cost about $60,000.00. A regular steel building will cost about $90,000.00 to $100,000.00. Chief doesn’t want to spend any additional funds until we have a better idea what is going to be spent on the stations.

New BC of training and

Promotions: Lieutenant Stephens will be promoted to Battalion Chief of Training with his first day in this position to be October 30. Corey will be promoted to Division Chief of EMS and Training.

Surplus of Apparatus

and placements: Chief thinks that when we receive all our new vehicles that we will have some to surplus. Possibly 1-2 brush trucks and maybe a rescue. He would like to speak with staff before he brings the list to the board for their approval.

New Oath of Office: Chief has revised the Oath of Office with input from SDAO attorneys. A draft version was distributed to the board to review. Once it has been approved by the board, it will eventually need to be ratified by the board.

Easement at Station 24: A no-build easement was presented to the board. It is a 10-foot piece of land that the district cannot build on. Director Piersol moved to approve Umatilla County Fire District #1 to grant the No Build Easement to Grantee, as presented, and authorize Ric Sherman (board president) and Scott Stanton (Fire Chief) to execute the easement on the district’s behalf. This was seconded by Director Whelan. A roll call revealed 5 yes votes and 0 no votes. Motion passed.

Christmas Party: The annual district Christmas party is being planned. It will be held at Delish on December 16. The theme is 80 – 90’s prom with a DJ hired. The theme is Fire & Ice.

Umatilla RFPD: Chief wanted the district to know that Umatilla’s district is being supported more and more by our district. Chief stated that the mutual aid agreement is being pushed beyond what it was intended with it not being reciprocated. We try to be cognizant of what is being sent there due to the obligation to our own tax paying citizens. Chief is looking for direction from the board on what their intention is for helping their district. Director Sherman feels that if they want automatic engine support then they need to join our fire district. Director Whelan states that our mutual aid agreement says that we will send 1 piece of apparatus unless it is threatening our boundaries. He feels that we will be within our rights to do what our mutual aid agreements states and if they want more then they need to pay for it. Director Hawman reiterated what Director Whelan stated. Chief will work with their fire chief and inform him what the board has directed with a letter that will be coming to their board.

**Board Member Comments:**

Board President Sherman reported that there will be a combined special event at Butte Park on Friday, October 7 called Faith and First Responders. This is an event with the Hermiston Police Department, The Hermiston Parks and Recreation Department and UCFD1. There will be games and food to purchase. Director Sherman also gave his approval of the video that was put together for our district. He feels it was very well done.

**Adjournment:**

There being no further business before the board, the meeting was adjourned at 2006.