**Umatilla County Fire District #1**

**BOARD OF DIRECTORS**

**Regular Board Meeting Minutes**

**February 9, 2022**

***Present:***

The meeting was called to order at 1900, February 9, 2022, in the meeting room at Station 23, 78760 Westland Road, Hermiston, Oregon by Board President Ric Sherman. Those present included board members Mike Hawman, Spike Piersol, Eldon Marcum and Jim Whelan, Fire Chief Scott Stanton, Deputy Chief of Administration Jim Forquer, Deputy Chief of Operations Jimmy Davis, Retention Coordinator Nickolas Oatley, Battalion Chief J.W. Roberts and Clerk Reta Larson.

***Pledge of Allegiance:***

Eldon Marcum led the Pledge of Allegiance followed by a moment of silence for Volunteer Firefighter Austin Smith of St. Paul Fire who passed away fighting a barn fire.

***Minutes of January 12 Meeting***

Director Marcum moved to approve the January 12, 2022, board meeting minutes. Director Piersol seconded the motion. Motion passed.

***Financial Report:***

Clerk Larson started with the Balance Sheet for the bond. This report shows a balance of $5,627,996.50 in LGIP and $7,576.97 in the Banner Bank bond account for a total cash balance of $5,635,573.47. The bank transaction report for the bond contains 3 transactions totaling $96,303.50. These expenses included check umber 1003 to Hermiston Auto Parts for $47,651.05 for vehicle lifts, check number 1004 to Ward Diesel Filter Systems for $46,972.45 for exhaust systems for apparatus and check number 1005 to Banner Bank for $1680.00 for extended bed pullout system for Chief Stanton’s pickup which is going to be Chief Davis’ vehicle when the Tahoe’s arrive. This was paid for with the credit card is why the payee shows Banner Bank. Total bond expenses were $96,303.50 for the month of January. The next report reviewed was the Budget Report for the general fund. The taxes collected as of January 31, 2022, total $4,629,245.68. This total includes delinquent taxes collected. Ambulance revenue continues to be under budget with a total of $511,581.80 collected during the month of January. This total includes ambulance revenue of $156,621.52, FireMed collections of $10,789.50 and GEMT money totaling $344,170.78. Maintenance Service fees collected during January totaled $2,280.00, Intergovernmental Agreement fees collected during January totaled $5,572.33. Fire Suppression fees collected during January totaled $42,828.93 and Miscellaneous Revenue collected during January totaled $7,461.44. On the expenses, Personal Services is at 56.16 percent with $592,310.87 spent during the month of January. Materials and Services is at 53.23 percent expended through January 31, 2022. There is a positive number of -19.751.28 for this item through the end of January. The bond expenditures of $96,303.50 shows as other budgetary on this report. With no questions on the budget report the next report reviewed was the balance sheet for the general fund. This report shows a balance of $3,041,086.36 in LGIP, $500,00 in petty cash, and $516,667.48 in Banner Bank for a total of $3,558,253.84. Chief Stanton reported that this balance is the highest amount for this time of year since the district’s formation. With no questions, the final report to review was the bank transaction report. The first transaction noted was draft number DFT0000702 (Veba Deposit) in the amount of $77,500.00. This is an annual payment for the health reimbursement account to each employee in the amount of $2,500.00. Check number 10185 to Bound Tree for $3,419.05 for medical expenses which is not that high when you consider that 529 calls were run during the month of January. Check number 10205 to OFDDA is the annual fee of $1750.00. Check number 10220 to Center for Internet Security, Inc. for $969.00 is for a passive security monitoring system for the computers. Director Marcum asked about the Insurance that we purchased to insure the district in the event of a computer incident. Chief Stanton reported that the price increased so the insurance has not been purchased yet. Check number 10226 to Crook County Fire & Rescue for $1250.00 is for CPR cards. Check number 10227 to Sun Ridge Systems, Inc. For $1667.00 is the annual fee for the IRIMS CAD system. The draft to CIS trust is the amount of $69,905.56 is for Medical, Dental, Vision and life insurance monthly premiums. $671,076.16 is total expenses for the month of January. Chief Stanton also noted check number 10222 to Umatilla County Dispatch for $36,103.82 is a quarterly dispatch payment. Board President Sherman asked how Carson was doing servicing the district with our fuel needs. Chief Stanton is happy with their service but would like to do business with a local supplier. He also questioned draft number DFT0000721 to Dillon Tucker in the amount of $1200.00. Dillon is one of our resident interns. This was tuition reimbursement for him. Director Marcum moved to pay January expenses in the amount of $671,076.16. Director Piersol seconded this. Motion passed.

***Communications***

Chief Davis reported that negotiations with the union will start on February 17. The negotiating team for the district are Chief’s Davis, Forquer, Gorham and Cearns.

***Chief’s Report:***

See attached report. Chief Stanton reported that there were 529 calls during the month of January. This is a new district record. Chief reported that he will be representing the district at Austin Smith’s service in St. Paul over the weekend. Three other district personnel will be attending as well. The Oregon Volunteer Fire Association Annual Conference will be held in Hermiston June 9 – 12th.

***Old Business:***

Bond procurement and

Station work update: Rescue equipment: The equipment has been ordered and should be arriving soon. The Tahoe’s should arrive this month. The wildland chassis won’t be here until May. The transport ambulance will hit the production floor the first of March. The first of two box style ambulances will be here in April or May the second one not until December. The ladder committee has met and have concluded that the 1 million set aside for this will not be enough. The realistic amount could be as much as 1.3 million. Board President Sherman asked about the change to a platform rather than a stick. Chief Stanton responded that that was also his impression, but the committee through research has decided that the platform is the better option.

Station Designs: Permits are about to be applied for Phase 1 of the Station 23 project. The design for Station 24 is almost complete. Upon completion of design, permits will be applied for that station as well. The plan is to begin on Station 24 in August or September. Plans for Station 22 are for starting in the Spring of 2023. Predesign for Station 24 Phase 2 and 21 will begin soon. The plan is to move the Hazardous Material apparatus back to Station 23 for better use of the area that we have at Station 21.

OMD fire protection

Contract: Oregon Military Department has the contract for signature.

Computer Server Update: We are still two – three months out on the server upgrade.

URFPD Update: The district has decided they do not want to explore the annexation option. They will be hiring a new chief. They are hoping to have a new Chief hire by May 1. The MOU with them terminates on May 8.

***New Business:***

Enterprise Zone

Expansion: See Map. Hermiston is expanding their enterprise zone. This is a 1.34 square mile increase in size.

Approve Budget

Calendar: See Calendar. At the end of the meeting Director Hawman mentioned that we had not approved the budget calendar. Director Marcum made the motion to approve the calendar as submitted. This was seconded by Director Marcum. The budget calendar was approved.

Appoint Budget Officer: Director Marcum nominated Chief Stanton to serve as the budget officer for the 2021 – 2022 budget year. Director Hawman seconded. Motion passed.

Day EMS Unit: Two paramedics have been hired to run the day car. Joe Whelan and JR Fowler are the two that have been hired. They will start the last week of February. When they go to shift work, they will work Wednesday through Saturday night. They will also help with the transport situation as well. Chief Stanton is proposing a second 24-hour ALS car unit. Chief Stanton reported that his proposed budget for the 21-22 year includes funding for the 24-hour car unit. Chief Stanton could not emphasize enough the need for help in relieving the workload for the career personnel. Director Whelan’s concern is potentially having to lay someone off because we can no longer fund the positions. is not asking for approval for the 24-hour car tonight but wants the board to know that it is definite need sooner rather than later.

Phone System change

of answering: Chief Stanton explained that with the increase in the business of the district and the increase in solicitors, a telephone answering system would greatly increase the efficiency of the tasks being completed. There is no cost for the answering system. Director Hawman moved to proceed with the answering system. This was seconded by Director Marcum. Motion passed.

CDA lands and

annexation: May 1 is the target date for annexation of the depot land. Chief Stanton has an annexation proposal prepared. The board agrees that Chief Stanton can submit the proposal.

Chief’s Evaluation: Board President Sherman reported that the chief’s evaluation will be conducted next month. He explained the process that will be followed will be as it has been completed in the past.

**Adjournment:**

There being no further business before the board, the meeting was adjourned at 2007.