**Umatilla County Fire District #1**

**BOARD OF DIRECTORS**

**Regular Board Meeting Minutes**

**August 10, 2022**

***Present:***

The meeting was called to order at 1900, August 10, 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 via Zoom, Fire Chief Scott Stanton, Deputy Chief of Administration Jim Forquer, Division Chief of EMS & Training Richard Cearns, 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.

***Guests:***

Board President Ric Sherman welcomed his wife Karen to the meeting.

***Minutes of July 13, 2022 Board Meeting***

Director Hawman moved to approve the July 13, 2022, board meeting minutes with the corrections noted by Clerk Larson. Director Marcum seconded the motion. Motion passed.

***Financial Report:***

Clerk Larson started with the Balance Sheet for the bond. Due to the bond information not being entered into the Tyler Technologies software, there is no bond balance sheet report available. Chief Stanton reported that there is a balance of $2,207,184.95 in the bond LGIP account and $19,856.64 in the Banner bank bond account for a total balance of $2,227,041.59. The bank transaction report for the bond contains nine transactions totaling $253,146.30. The next report reviewed was the Balance Sheet for the General Fund. This report shows a balance of $1,409,658.22 in LGIP, $500.00 in Petty Cash and $6,300.72 in the Banner Bank checking account for a total of $1,197,283.17. The Budget Report for the general fund show taxes collected during July total $4,563.43. Ambulance revenue collected during July total $183,453.80. This includes FireMed funds collected. No Maintenance Service fees, or Grant funds were received during the month of July. Intergovernmental Agreement fees of $4000.00 were collected during July. No Fire Suppression Fees were collected during July. Miscellaneous Revenue collected during July totaled $7,409.72. Total revenue collected during the month of July was $199,426.95. For expenses $594,483.93 spent in Personal Services. Materials and Services expended during the month of July totaled $224,611.57. $3,419.24 was spent in Capital Outlay during July. With no questions regarding the budget, the final report to review was the bank transaction report. Clerk Larson reviewed notable transactions and noted July expenses total $824,390.85. With no questions regarding any items on the transaction report, Director Marcum moved to pay July expenses in the amount of $824,390.85. Director Piersol seconded this. Motion passed.

***Chief’s Report:***

See attached report. July set a record with 559 calls. Board president Ric Sherman asked about the Haz Mat props noted in his report. Chief Stanton reported one was a fuel tank prop. Chief Cearns reported that one was a low-pressure rail system prop and the others were gas props to detect chlorine and an SCBA tank prop. Director Piersol asked what happened to the old fire house. Chief explained that it had been disposed of some time ago. Chief Goff has put in a grant request for a new one.

***Old Business:***

Bond procurement and

Station work update:

Apparatus Status: Medic 21 is very close to being ready to put in service. One Tahoe is here and the other is suspended for a quality assurance inspection. The brush engines are here. Ryan is working with a company to design the tanks and pumps and plumbing. The company that he is working with is in Elgin, Oregon. The engines will be type 4 engines with a capacity of 750 gallons. Estimate of completion for the engines is October 1.

Station work: Phase I is underway at Station 23. The stem walls and foundation are poured. The cement slab will be poured next Monday morning. Once that is cured, the walls will go up quickly. The bids went out for Station 24 today. Station 22 designs were presented to the board. Phase II designs were presented for Station 23. Predesign for Station 21 is underway. Chief has a meeting with the design team next Wednesday. The hope is that by next April, Station 24 will be complete.

CDA lands annexation: Chief Stanton is just waiting on the CDA board for when they are ready. Chief has reached out to the public safety director with the tribe but has not heard from him.

Old Medic 25 Status: Chief Stanton reported that we will be keeping Medic 25 for parts to use on Medic 26. When all parts have been robbed from this vehicle, it will be scrapped.

Lexipol Update: Chief Forquer reported that they are currently about a couple of dozen policies in on the new policy onboarding. Chief Forquer reported that the good thing is that all policies are written to comply with all Oregon Administrative Rules and Oregon Revised Statues. One concern that is being addressed is how to distribute the new policies once complete to the rank and file. Director Marcum asked if the new policies were just operational policies or if it would also include board policies. Chief Forquer said he would not say every policy, but it will include any administrative policy. One thing that Chief Forquer likes is that they have defined a policy as what you are trying to accomplish, and a procedure is how you are going to negotiate that policy.

***New Business:***

Financial Report Minutes

Summary: Chief Marcum reported that he does not think that all the transaction detail needs to be included in the minutes. He feels that once the board has seen the report, only the total needs to be included in the minutes. All board members agreed with Eldon’s assessment.

Medic 24 status and

Options: Medic 24 has a blown motor and a bad rear end. It has 125,000 miles on it. The estimate to repair it is around $40,000. There is an option to remount the box onto a Dodge Cummins chassis for $172,000.00. This includes everything. Ryan thinks there are some things that could be taken off to reduce the cost to around $160,000.00. We could have it by January. The money is in the bond schedule to do, this is just a little earlier than scheduled. Director Hawman moved to proceed forward with the $172,000.00 remount. Director Piersol seconded the motion. Director Marcum abstained. Motion passed.

Academy and Staffing

Update: Academy graduation is tomorrow at 1400 at the Community Center. There will be 10 graduates for UCFD1. Umatilla Rural has 1 graduate and Pendleton Fire has 1 graduate for a total of 12. There will also be some promotional pinnings. This is the largest graduation/pinning ceremony that UCFD1 has conducted.

2021 – 2022 Audit: The audit is complete. Board President Ric Sherman would like an audit presentation by the accounting firm for our October board meeting. The board agrees.

Coop agreement with

USFS: There may be some new coop agreements available to the district in the fall for next year. Chief Stanton thinks it is a benefit to the district. Chief is just looking for any input the board may have regarding the coop agreement. Board President Ric Sherman feels that any additional training the district employees receive is a benefit so he thinks we should continue. Director Hawman agrees.

Bond Sale: Chief Stanton thinks that we will have to do a bond sale of between 4 and 4.2 million in the fall. More to come on this later.

Chief Stanton

Presentation: Chief Stanton presented an overview of the district through a slide presentation that has been put together to inform entities about the district and its mission and goals.

**Adjournment:**

There being no further business before the board, the meeting was adjourned at 2025.