**Umatilla County Fire District #1**

**BOARD OF DIRECTORS**

**Regular Board Meeting Minutes**

**August 14, 2024**

***Present:***

The meeting was called to order at 1900, August 14, 2024, in the meeting room at Station 24, 280 W. Coe Ave, Stanfield, Oregon by Board President Ric Sherman. Those present included board members Mike Hawman, Jim Whelan, Eldon Marcum, Glenn Silaski, Deputy Chief of Strategic Services Richard Cearns, Office Manager Candice Osborne and Clerk Reta Larson.

***Pledge of Allegiance:***

Director Hawman led the pledge of allegiance.

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***Minutes of July 12th, 2024, Board Meeting***

Director Whelan moved to approve the July 10, 2024, board meeting minutes with some editing corrections for typos. Director Marcum seconded the motion. A roll call resulted in a unanimous vote. Motion passed.

***Financial Report:***

The bond debt balance sheet shows $48,412.45 in bond taxes LGIP, $26,458.96 in bond debt services checking and $-5,000.00 due from other accounts for a balance of $69,871.41. The bond capital outlay balance sheet shows $2,860,980.68 in the Bond LGIP account, $23,771.87 in the bond account and $-70,836.64 due from other accounts for a balance of $2,813,915.91. The bond transaction report for capital purchases shows five transactions totaling $622,836.98. Director Sherman had a question as to what the expenses paid to McCormack Construction in the amount of $389,007.20 and the $375.16 payment to Anderson Perry & Associates, Inc. was for. Candice responded that the payments to McCormack Construction is for construction costs at Station 23 and Anderson Perry & Associates is the consulting/engineering firm doing work on our capital projects. Director Marcum moved to pay the July bond expenses for bond capital purchases in the amount of $622,836.98. Motion was seconded by Director Hawman. A roll call resulted in a unanimous vote. Motion passed. The budget report was then reviewed showing taxes collected during July total $66,106.09. $2,675.75 was Fire Med collections, with total ambulance revenue collected at $369,159.256 for total Ambulance Service Fee Revenue of $371,835.00. Maintenance Service Fees of $1,667.97 were collected during July. $28,106.10 were collected in Grant funds during July. $5,088.92 was collected in Intergovernmental Agreement funds. $1,144.03 was collected in Fire suppression fees during July. Miscellaneous Revenue of $6,551.94 was collected in July. No other revenue was received during the month. Total revenue collected during the month of July was $480,500.05. For expenses, $1,001,355.82 was spent on Personal Services. Materials and Services expended during the month of July totaled $203,027.32. $12,466.31 was spent from the General Fund Capital Outlay fund in June. Director Whelan asked why Personal Services costs were so high in July. Candice responded that the Workers Compensation was paid during July in the amount of $261,497.90. Director Hawman asked what the Other Budgetary amount of $599,577.11 was on the budget report. Clerk Larson directed him to the 200 fund balance sheet. This shows the $599,577.11 as the total bond expenses during the month of July. The balance sheet for the General Fund shows a balance in LGIP of $1,457,874.43, $500.00 in petty cash, $47,071.06 in the Banner Bank checking account, $51,128.56 in Reserve Fund LGIP and $520,749.22 due from other accounts for a balance of $2,077,323.27. The final report reviewed was the bank transaction report. Multiple transactions were reviewed with July expenses totaling $1,265,048.72. Director Hawman asked about the payment to Lexipol inquiring as to if this is an annual payment. Deputy Chief Cearns responded that we have attorneys reviewing our policies and procedures through the Lexipol agreement to assure that our policies and procedures are defendable in court. Director Whelan asked what GOkeyless was. Deputy Cearns responded that this is the company that we purchase our key less door locks from. The final report reviewed was the Reserve Fund Account that shows a balance of $51,128.56. Director Hawman moved to pay July general fund expenses in the amount of $1,265,048.72. Director Silaski seconded this. A roll call resulted in a unanimous vote. Motion passed.

***Chief’s Report:***

See attached report. The district responded to 481 calls during July. This represents an 11 percent decrease in call volume. This is an unusual trend that there is no explanation for at this point. Two conditional job offers have been extended to Preston Brower and Will LePage. This is subject to a phycological evaluation and background checks. Preston has since accepted a job with Pendleton Fire so we will be moving down the list to the next eligible candidate. Richard reported that he sits on the Oregon Fire Chief’s GEMT subgroup. They finally have been able to meet with the directors of the Oregon Health Authority (OHA) who administer the GEMT program. This was a positive meeting with OHA administration made aware of the frustration felt by many fire departments/districts statewide. Monthly meetings are on the agenda to continue to try to make positive changes to the program. The system is broken but legislation is necessary to correct the problem. Chief Cearns has been made aware that all staff have resigned from Milton-Freewater Rural Fire District. This resignation is effective as of 10:00 am Tuesday. They are staffing one BLS ambulance. This is a violation of their Ambulance Service Area (ASA) agreement filed with Umatilla County. There is a meeting scheduled with County Commissioners and County Counsel tomorrow to discuss how to move forward with this issue. Milton-Freewater Rural is a private subscription service fire department so technically the area they cover is considered no mans land. This will require the Oregon State Fire Marshal’s office and the fire defense board to step in and help with the issue. Richard assured the board that the disruption to service in UCFD1’s area will be minimal with the most that we may have to do is cover Pendleton when they may have to cover Milton-Freewater Rural’s area. State statute requires that every square mile is covered by an ambulance service.

***Old Business:***

Capital Improvements

And Purchases:

Station work: Framing and HVAC is complete at Station 23. Some sheetrock is up. The projected completion date is October

Equipment: The new Medic is in Hillsboro with plans to pick it up next week.

Open Meeting

Requirements: The requirements for state training have not been determined for this.

***New Business:***

Resolution for emergency

Procurement (Lowboy)

Resolution

2024 – 2025 #2: This resolution is in response to the catastrophic failure of the lowboy trailer at the Pilot Rock fire. Chief Cearns read Resolution 2024 – 2025 #2. Director Whelan asked if we are purchasing a used trailer why do we need to do a competitive process. Clerk Larson explained that her understanding of the process required is to only call around and find what is available and purchase the most reasonable priced trailer that meets our needs. Director Whelan further questioned the irreparable state of the current lowboy trailer. His understanding was that the lowboy trailer was reparable, but the cost was prohibitive. Chief Cearns elaborated that the parts for the trailer to repair it are no longer available. Director Marcum moved to adopt Resolution 2024 – 2025 #2. This was seconded by Director Silaski. A roll call vote resulted in a unanimous vote. Resolution 24 – 25 #1 adopted.

**Board Member Comments:**

Director Sherman wanted to remind everyone that the UDFD1 Christmas party is scheduled for Friday, December 20 at Tom Spoo’s residence. The theme for the party is Wild Wild West. He also wanted everyone to know the chaplains First Responder Christmas party is scheduled for Friday, December 13 at New Hope Church. Lastly, he wanted to award the board award to Rogers Toyota. He presented Glenn Silaski with a plaque and large framed picture for the board award to Rogers Toyota for 2024.

**Adjournment:**

There being no further business before the board, the meeting was adjourned at 1945.