**Umatilla County Fire District #1**

**BOARD OF DIRECTORS**

**Regular Board Meeting Minutes**

**November 8, 2023**

***Present:***

The meeting was called to order at 1900, November 8, 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, Nic Oatley, Lieutenant Matt Hodge, David Hansen and Clerk Reta Larson.

***Pledge of Allegiance:***

Director Hawman led the pledge of allegiance.

***Guests:***

None.

***Web Design & Launch***

To allow Nic to not have to stay through entire meeting, President Ric Sherman moved the New Web site launch from New Business to this point in the meeting. Nick briefly showed the new site and explained the various areas on the web site (ucfd1.org).

***Minutes of October 11, 2023, Board Meeting***

Director Marcum moved to approve the October 11, 2023, board meeting minutes. Director Piersol seconded the motion. Motion passed.

***Financial Report:***

The bond debt balance sheet shows $29,960.28 in bond taxes LGIP, $36,074.24 in bond debt services, $5,000.80 in bond debt services checking and $-412.00 due from other accounts for a balance of $70,623.32. The bond capital outlay balance sheet shows $4,618,884.38 in the Bond LGIP account, $11,296.92 in the bond account and $-606,878.64 due from other accounts for a balance of $4,023,302.66. The bond transaction report shows twelve transactions totaling $937,377.48. Director Hawman asked about the $400,000.00 payment to Zoll Medical Corporation. Chief Stanton explained that this is the down payment for the new Zoll program for the Zoll monitors. Director Marcum moved to pay October bond expenses in the amount of $937,377.48. This was seconded by Director Piersol. Motion passed. The balance sheet for the General Fund shows a balance in LGIP of $647,207.53, $500.00 in petty cash, $46,275.27 in the Banner Bank checking account, $-1,737.29 in unapplied credits/overpayments and $160,659.02 due from other accounts for a balance of $852,904.53. The budget report was then reviewed showing taxes collected during October total $34,579.23. Ambulance Service Fee Revenue total $249,166.74. No Maintenance Service Fees, Grant funds or Intergovernmental agreement funds were collected during October. Fire Suppression Fees collected during October totaled $2,100.00. Miscellaneous Revenue of $111,142.72 was received in October. No other revenue was received during the month. Total revenue collected during the month of October was $396,988.69. For expenses, $582,819.68 was spent on Personal Services. Materials and Services expended during the month of October totaled $155,760.76. $52,674.29 was spent from the General Fund Capital Outlay fund during October. The final report reviewed was the bank transaction report. Clerk Larson reviewed multiple transactions with October expenses totaling $799,426.65 With no questions regarding the financial report, Director Marcum moved to pay October general fund expenses in the amount of $799,426.65. Director Piersol seconded this. Motion passed.

***Communications:***

Volunteer Association: The Halloween celebration in Hermiston used all their hotdogs, so some were brought over from the Stanfield celebration. All but about 40 hotdogs and a couple of packages of buns were used that evening. Director Marcum reported that it was a huge success. Director Whelan reported that the POC Academy would be starting this next weekend. There are nine candidates attending. This will be the first POC academy primarily taught be POC’s.

***Chief’s Report:***

See attached report.

***Old Business:***

Capital Improvements

And Purchases:

Station work: Chief was told the new electrical piece should be delivered this week for Station 24. Once installed it should take about 2 weeks to everything running and checked. The only floor work left if to the bay floors. Countertops and sinks still need to be installed. The certificate of occupancy should be issued in December. Station 22 is coming along nicely with the seismic grant closeout scheduled for December. It should be completed in December. The permit for Phase 2 at Station 23 is expected to be issued in January with construction to begin in February. Permits are expected to be issued in February for the Station 21 with asbestos abatement to begin on the Police Department side in April. Chief is busy trying to find places to keep apparatus in town while construction commences. Our lobbyist group is busy trying to find some capital construction/infrastructure funding. They are working diligently on getting some letters of support. They have already contacted Senator Hansell. Next week Chief Stanton will be heading to Salem for some meetings and expects to meet with Senator Hansell while there. Chief hopes to receive about 7 million dollars to complete projects and future rolling stock purchases.

Apparatus status: The new Engine 21 will have to go back to get a new tank. The leaks were not able to be repaired so it will be going back for a new tank. This will all be covered under warranty. The new ladder truck is on site. We are trying to get it lettered before it goes to Hillsboro for more completion work. The shifts are starting to train on it while it is here. The projected in-service date is February 1, 2024. Corey’s pickup is complete and is in service. There is a new ambulance on order and hopefully we will take delivery next summer. There is also a new chassis ordered for the damaged brush truck and delivery should be in the next few weeks.

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CDA Annexation/Public

Hearing:

 The hearing was today. Chief Stanton attended and spoke in favor of the annexation with no one speaking out in opposition. It passed unanimously, so the annexation is now done. It should be recorded if not today, then tomorrow.

Grants – SAFER, Firehouse

Subs, etc. There are still two outstanding grants. One is to Firehouse Subs for autopulses. Ron Benedict’s company will be handling the SAFER grant on behalf of the district. Chief Stanton will be working with Ron to get him some numbers and looking at past successful grants to formulate a good narrative for a successful grant. We also will be working with Umatilla County and our grant writer for a AFG grant for VHF radios. This will be a Regional County grant.

Oath of Office: Director Sherman though that the part that referenced employees treating each other like family might be better if it stated treat each other with courtesy and respect. With this amendment, Director Whelan moved to adopt the oath of office. This was seconded by Director Marcum. Motion passed.

Parking facility: Ryan has provided two quotes that do not include any concrete floors, stem walls of permits. One is for a 50 X 50 building that came in at $51,000.00. The second quote came in at $59,000.00. He states that if we get the infrastructure money it won’t be a problem. If the state infrastructure money does not come to fruition, then the district is probably looking at a loan to finish out Station 21 and it would be very difficult to fund this building. Chief Stanton’s recommendation is to keep looking at other options. He would like to table this for another month or two to do more research on exactly what size we really need and how many doors needed. Director Piersol moved to table for at least another month. This was seconded by Director Hawman. Motion carried.

***New Business:***

RFQ for grant writer –

Board action: An RFQ (Request for Quote) went out for a grant writer for all other grants local, regional, state and federal, (excluding the Federal SAFER grant) that we may want to apply for. One quote was received from Ducote Consulting. The maximum amount that would possibly be billed is $20,000.00. Director Marcum moved to accept the quote from Ducote Consulting for grant writing services. This was seconded by Director Hawman. Motion passed.

LFO for infrastructure

Funds for safety center: As mentioned earlier, letters of support for infrastructure funding for the Safety Center are being sought from the UCFD1 board of directors, Mayor from the City of Hermiston, Umatilla County Commissioners, Amazon and Good Shepherd Medical Center and also endorsements from Senators Levy, Smith and Hansell. He is open to suggestions on other entities that might be influential to seek letters of support. Director Whelan mentioned the City of Stanfield would be a good endorsement. Director Marcum mentioned Lamb Weston and Director Hawman mentioned the Port of Umatilla.

New Web Site launch –

Nick: Moved to first of meeting.

**Board Member Comments:**

Director Hawman is concerned that if our new ambulance is a year out, do we go ahead and put in an order for an additional ambulance. Chief Stanton is not sure but thinks that maybe if we go through a new vendor maybe it won’t take so long. Chief thinks that it is certainly something that should be discussed in the spring.

Director Sherman asked what the final payment was for the new ladder truck. Chief Stanton stated that with the upfront payment it ended up being right at 1.2 million.

Director Sherman mentioned the date of the Christmas party is December 16. December 15 is the Chaplain’s Christmas service.

**Adjournment:**

There being no further business before the board, the meeting was adjourned at 2004.