

MINUTES  
Mid- Columbia Fire and Rescue  
Board of Directors Meeting  
In Person / Virtually Held  
1400 W 8<sup>th</sup> Street, The Dalles, OR 97058  
December 20, 2021

**1. CALL MEETING TO ORDER**

Board President David Jacobs called the December 20, 2021, meeting of the Mid-Columbia Fire and Rescue to order at 5:30 pm.

**2. PLEDGE OF ALLEGIANCE**

President Jacobs led the Pledge of Allegiance.

**3. ROLL CALL**

Directors present: David Jacobs, Corey Casey, Dave Peters. Director Dick Schaffeld was excused.

Directors present via video conference: Diana Bailey.

Staff present: Chief Bob Palmer, Assistant Chief David Jensen, Division Chief Jay Wood, Division Chief Fred Coleman, and Office Manager Stephanie Ziegler.

Others present: Legal Counsel Tom Peachey and Andrew Myers.

**4. AGENDA CHANGES**

None.

**5. MINUTES**

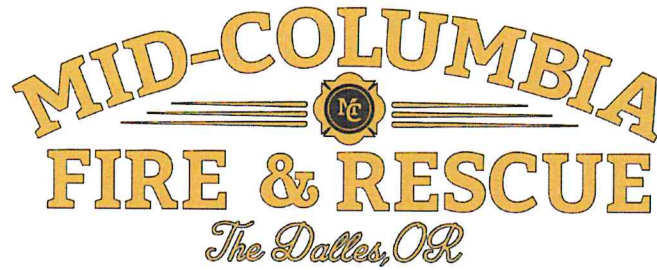
The minutes of the November 15, 2021, regular board meeting stand approved as written.

**6. PUBLIC COMMENT**

None.

**7. FINANCIAL REPORT**

- a. Cash Account Summary – Chief Palmer spoke briefly about the Cash Account Summary stating that he and Director Bailey had spoken about the spreadsheet included in the board packet noting that some line items were missing. Chief Palmer stated that after he met with Angie at the City regarding changing things in QuickBooks to add in these line items that the decision to not do so and wait on Caselle to come online to make the changes. He stated that we should be going online with Caselle in January or February. Director Bailey wanted it known that



certain items were not being accounted for as a line item. Director Bailey stated that if the other Directors are fine with the items not showing up on the spreadsheet, then she is fine with it. Chief Palmer stated that the items are accounted for on the Profit/Loss statement at the end of the Cash Summary Account spreadsheet. Chief Palmer stated that he could discuss changing the Cash Account Summary with Angie, however Director Bailey stated that as long as everyone is aware of what is going on then the changes do not need to take place. A discussion regarding the increased income revenue also took place.

- b. Ambulance Service Financial Report – There were no questions raised.

#### **8. COMMITTEE REPORTS**

- a. Urban Renewal Report – Director Bailey stated there was no meeting this month.
- b. Enterprise Zone Report - President Jacobs stated that he, Chief Palmer and Assistant Chief Jensen met with Google and the SIP sponsors at the old Rodeo grounds. President Jacobs stated it was a Meet and Greet and to show people that are interested in the rodeo grounds property that will be deeded over to the City and County for an athletic complex in the future. Google is in the process of getting their SIP plan approved and once they do, then President Jacobs stated that Mid-Columbia Fire and Rescue should see the Emergency Response Plan shortly after that. He stated we are still waiting on a document that affirms the agreed to terms with the SIP sponsors for MCFR to approve the Emergency Response Plan.

#### **9. FIRE CHIEF'S REPORT**

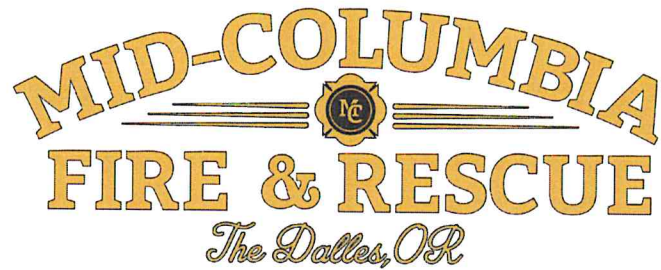
- a. Incident Reports/911 Statistics - Run stats show that we were down by 8 calls from what November of 2020 had. We had 255 calls and last year at same time we had 263 calls. Overall year to date we are at 3205 total calls and last year to date we were at 2705 calls.
- b. Fire Chief Update – Chief Palmer read through his report and gave a brief overview of each of his topics he included in his report, which was included in the board packet.
- c. Monthly Report – AC Jensen – Included in Board packet.
- d. Monthly Report – DC Wood – Included in Board packet.
- e. Monthly Report – DC Coleman – Included in Board packet.

#### **10. CORRESPONDENCE**

None

#### **11. OLD BUSINESS**

None



## 12. NEW BUSINESS

- a. Resolution 2021-11 "Restatement of 457 Deferred Compensation Plan". Director Peters made a motion to accept Resolution No. 2021-11, "A resolution to restate Mid-Columbia Fire and Rescue qualified 457 Deferred Compensation plan". Director Case seconded. President Jacobs asked if there were any additional comments or questions, hearing none he called for a vote. 4 Ayes, 0 Nays. Motion carried.
- b. Information Sheet – Appointment of Budget Officer. President Jacobs stated that the Budget Officer has always been Chief Palmer, he stated that he would entertain a motion. Director Case made a motion to appoint Chief Palmer as the Budget Officer for the fiscal period 2022-2023. Director Peters seconded. President Jacobs called for a vote. 4 Ayes, 0 Nays. Motion carried.
- c. Information Sheet – Budget Committee Member Appointment. Director Case stated that he thought the Budget Committee Members had already been voted on back in August. Upon review of previous meeting minutes, it was confirmed that the Budget Committee members, Dr. Wallace Wolf, Tom Ashmore and Keil Nairns had been voted on in August 2021, and reappointed. The Information sheet was withdrawn for consideration.
- d. Information Sheet – Adoption of Budget Calendar. President Jacobs stated he would entertain a motion for the Budget Calendar. Director Case made a motion to adopt the Budget Calendar for fiscal year 2022-2023 as proposed. Director Peters seconded. All in favor, 4 Ayes, 0 Nays. Motion carried.

## 13. GOOD OF THE ORDER

- a. Retirement award – Tom Peachey. President Jacobs presented Tom Peachey with a plaque and told him how much the district appreciated all his hard work for the last 27 years. Chief Palmer also present Mr. Peachey with a Challenge Coin. After the presentations Mr. Peachey spoke briefly about his time as legal counsel for Mid-Columbia Fire and Rescue.
- b. The annual Board and Staff dinner. After adjournment the Board and Staff attended a dinner at Casa El Mirador.

## 14. ADJOURNMENT

President Jacobs adjourned the meeting at 6:01 pm.

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Board President

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Secretary/Treasurer