

# MINUTES

Mid-Columbia Fire and Rescue  
Board of Directors Meeting  
Conference Room 1, Station 1  
1400 West 8<sup>th</sup> Street, The Dalles, Oregon  
October 21, 2013

## 1. **ROLL CALL / AGENDA CHANGES**

Board President Robin Miles called the October 21, 2013 meeting of Mid-Columbia Fire and Rescue to order at 5:30 pm.

Directors present: Robin Miles, John Willer, Tom Ashmore, Bill Wolfe and Dick Schaffeld.

Staff: Bob Palmer, Fire Chief; Jay Wood, Division Chief; Dan Hammel, Division Chief; Dave Lapof, Division Chief; Dana Woods, Office Manager;

Others: Tom Peachey, Legal Counsel; Walt Denstedt, Engineer; Dee Apperson, Citizen; Erik Wright, Firefighter; Eric Blumenthal, Engineer.

## 2. **MINUTES**

Director Ashmore moved to approve the minutes of the September 16, 2013 regular meeting. Director Willer seconded. The motion passed with all voting yes.

## 3. **PUBLIC COMMENT**

None

## 4. **FINANCIAL REPORTS**

Cash Accounts Summary: Included in board packet.

Ambulance Service Financial Report: Included in board packet.

## 5. **COMMITTEE REPORTS**

There was no Urban Renewal Committee meeting to report on.

## 6. FIRE CHIEF'S REPORT

Incident Report: There were 191 calls for service in the month of September. 165 were for EMS. Call volume for 2013 continues to be lower compared to the same period for 2012.

911 Usage: Usage was 10% for the month of September, a decrease compared to the previous month.

Training Division Report: Included in board packet.

Prevention Division Activities: Not included for the month of September due to a family emergency.

Volunteer R&R Division Activities: Included in board packet.

### Other items and events:

1. MCFR Audit for Fiscal Year 2012-2013 is complete. A Board Work Session will be scheduled in the near future so that Nate Reagan from Friend and Reagan can review the audit findings with the MCFR Board.
2. Fire Prevention week was October 6-12. School visits were once again a big success.
3. MCFR will hold an Open House on 11/2/13. Planning for this event is ongoing.
4. Celilo Village Fire Protection Contract: Chief Palmer is waiting to hear back from BIA Supervisor regarding the contract.
5. USCOE Fire Protection Contract: MCFR was contacted by the Corps of Engineers to re-visit the contract. Director Wolfe suggested that we consider a mutual aid agreement with the Washington ambulance agency if we will be responding to the Dam.
6. Fort Dalles Fireworks Committee: There is a fireworks display in the works for July 2014. The display would most likely happen from the river, so Dallesport Fire should also be involved.
7. Project ELFF : Will be held December 3, 4, and 5. Volunteers are welcome as this is a very large community event that provides much needed items for the local food-banks.
8. Ice Dam Project – Station 1 : Captain Biehn is currently working on obtaining bids for this project.
9. Medic ReMount : to be addressed during Public Hearing.
10. LifeFlight Marketing : Chief Palmer is currently working with LifeFlight to come up with a Marketing plan. MCFR has never “charged” LifeFlight for handling memberships for them, and are looking at the idea of LifeFlight doing some marketing in exchange for the administration of memberships.

## 7. CORRESPONDENCE

None

## 8. OLD BUSINESS

Enterprise Zone Exemption Update: Chief Palmer updated the Board on the Approval of Distribution of Enterprise Zone Fees from Design, LLC. Design LLC has received tax exemption for up to 15 years, and in turn will pay an initial project fee and an annual tax abatement fee, of which MCFR is scheduled to receive payment distributions from.

EMS Cross Award: Division Chief Lapof was recently awarded the EMS Cross Award. This award honors a EMT who by act or deed represents the most outstanding achievement in EMS over an extended period of time. This is well deserved prestigious award. Congratulations Division Chief Lapof!

Director Miles asked Chief Palmer to look at what the financial implications of Social Security would be.

## 9. PUBLIC HEARING

The regular board meeting convened into Public Hearing at 6:37 pm for The Board of Directors acting in capacity of the Local Contract Review Board to review and consider Findings of Fact supporting a specific exemption from competitive bidding requirements by utilization of sole-source procurement for the chassis remount and refurbish of Medic 2. The written findings are 1) Cost Control; 2) Product familiarity; 3) Shipping and Delivery costs; 4) Local Vendor; 5) Value Engineering; 6) Operational, Budget and Financial Date 7) Public Benefits 8) Competition. The written findings of fact support the conclusion that the goods or services are only available from Braun NW.

Mid-Columbia Fire and Rescue has appropriated funds for Fiscal year 2013-2014 within the Apparatus Reserve Fund of \$96,000.00 for the purpose of refurbishing Medic 2.

Board President Miles asked for a motion adopting the written findings of fact.

**MOTION: Director Wolfe moved that the Local Contract Review Board adopts the written findings of fact supporting the conclusion that the good or services are available only from Braun NW. Director Schaffeld seconded. The motion passed with Miles, Ashmore, Schaffeld, Willer and Wolfe voting yes.**

The Local Contract Review Board adjourned back into the regular session at 6:46 pm.

10. **NEW BUSINESS**

Resolution 2013-16: Director Miles read Resolution 2013 -16 Exempting the Medic 2 Chassis Remount and Refurbish project from competitive bidding requirements and utilizing the sole-source procurement process by title only.

**MOTION:** Director Ashmore moved to adopt Resolution 2013-16 “Exempting the Medic 2 Chassis Remount and Refurbish Project from Competitive Bidding Requirements and Utilizing the Sole-Source Procurement Process”. Director Wolfe seconded. The motion passed with Miles, Ashmore, Schaffeld, Wolfe and Willer voting yes.

11. **GOOD OF THE ORDER**

Director Ashmore congratulated Division Chief Lapof on receipt of the EMS Cross Award. He also wanted to commend Chief Palmer on the work that he did to secure funding from the Enterprise Zone Committee.

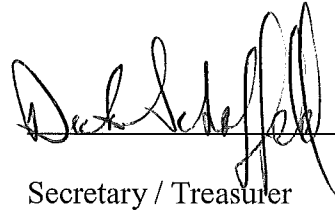
12. **ADJOURNMENT**

There being no further business, the meeting was adjourned by motion at 6:48 p.m.



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Board President



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Secretary / Treasurer