

MINUTES

Mid-Columbia Fire and Rescue
Board of Directors Meeting
Training Room, Station 1
1400 West 8th Street, The Dalles, Oregon
June 19, 2017

1. ROLL CALL / AGENDA CHANGES

Board President John Willer called the June 19, 2017 meeting of Mid-Columbia Fire and Rescue to order at 5:30 pm.

Directors present: John Willer, Tom Ashmore, Robin Miles and Crystal Dodge.

Staff: Bob Palmer, Fire Chief; Jay Wood, Division Chief; Dana Woods, Office Manager.

Others: Tom Peachey, Legal Counsel; David Jacobs, Board Member Elect; Kathy Schwartz, Board Member Elect; Wally Wolf, Budget Committee Member.

2. MINUTES

Minutes from the May 15, 2017 Regular Board Meeting were accepted as presented.

Minutes from the May 22, 2017 Special Board Meeting were accepted as presented.

3. PUBLIC COMMENT

David Jacobs brought to the Board's attention that the August meeting date is the same night as the Solar Eclipse. President Willer recommended a change to the Agenda – New Business Item 10f – August Board Meeting.

4. OPEN PUBLIC HEARING

The regular board meeting adjourned into the Open Public Hearing at 5:34 pm to receive public testimony regarding the 2017-2018 proposed budget. Chief Palmer gave an overview of recommended adjustments to the proposed budget that was approved by the budget committee. Board President Willer asked for any public comment. There was no comment from the public. The Open Public Hearing closed and reconvened back into the regular board meeting at 5:35 pm.

5. FINANCIAL REPORTS

Cash Accounts Summary: Included in board packet.

Ambulance Service Financial Report: Included in board packet.

6. COMMITTEE REPORTS

Urban Renewal Committee meets June 20, 2017.

7. FIRE CHIEF'S REPORT

Incident Report: There were 270 calls for service in the month of May. 213 were for EMS.

911 Usage: Usage was 11% for the month of May, a slight increase from the previous month.

Training Division Report: Included in board packet.

Prevention Division Activities: Included in board packet.

Other:

1. Hiring Process: Most recent new-hire, Stockton Korst has completed the 3-week orientation and has transitioned to A-Shift.
2. Training Tower Project: Waiting for PLI to begin work on the pilings – hopefully to happen the week of June 10th.
3. Fire Season/Burn Regulations: ODF, Central Oregon District, has entered into Fire Season as of Wednesday June 7, 2017. MCFR will continue to allow burn barrels and open burning within our jurisdictional boundaries up to 11:00 am until the July 1st burn ban, unless it falls within joint MCFR and ODF protected lands. Burning within the City Limits is not allowed.
4. July 4th Celebration Event on July 1st / Independence Day Picnic at Station 1: Not anticipating any need for additional resources for the 4th of July Celebration on the 1st. Will operate with normal staffing for the fireworks event. The District will have its annual picnic on Independence Day (July 4th) and will bring in additional staff in anticipation of increased activity due to fireworks.
5. Budget Committee Vacancy: As a result of David Jacobs being elected to the Board of Directors, a vacancy will exist on the Budget Committee. The Board will need to appoint a new member to the Budget Committee prior to the next Budget process.
6. Priority Planning Update: Chief Palmer is waiting to hear back from George Dunkel regarding scheduling the Priority Planning Process.

8. CORRESPONDENCE

None

9. OLD BUSINESS

None

10. NEW BUSINESS

- a. Resolution No. 2017-09: Certifying Special District Election Results: A Special District election was held on May 16, 2017 for Mid-Columbia Fire and Rescue Board positions #2 and #4. A Certificate of Election must be signed by the President and Secretary of the Board certifying the results of the Special District Election.

MOTION: Director Miles moved to adopt Resolution No. 2017-09, “Certificate of Election”. Director Ashmore seconded. The motion passed with Willer, Ashmore, Dodge and Miles voting yes.

- a. Resolution No. 2017-10: Adopting a Supplemental Budget and Appropriations: Oregon Budget Law requires that unanticipated revenue and expenditure adjustments be made through the supplemental budget process. Funds were budgeted and appropriated within the Professional Services line for the costs associated with new-hire background checks. During the fiscal year, a Background Investigator position was established and it is now necessary to make a budget adjustment and appropriation to properly account for these funds.

MOTION: Director Miles moved to adopt Resolution No. 2017-10, “A Resolution Adopting a Supplemental Budget and Appropriations”. Director Dodge seconded. The motion passed with Willer, Ashmore, Dodge and Miles voting yes.

- b. Resolution No. 2017-11: Adopting the Budget: The budget committee approved the proposed 2017-2018 Mid-Columbia Fire and Rescue Budget as presented. The governing body authorized adjustments proposed by Budget Officer with total appropriations in all funds in the amount of \$10,165,590 and Unappropriated and Reserve amount of \$1,105,746, for a Total Budget of \$11,271,336.

MOTION: Director Ashmore moved to adopt Resolution No. 2017-11, “Resolution Adopting the Budget”. Director Dodge seconded. The motion passed with Willer, Ashmore, Dodge and Miles voting yes.

- c. Urban Renewal Agency Representative: Board President Willer is currently the Fire District representative to the Columbia Gateway Urban Renewal Agency Board. His term will end on June 30, 2017 so it will be necessary for the Board of Directors to appoint a new representative. Board Member Elect Kathy Schwartz has volunteered.

MOTION: Director Ashmore moved to appoint Board Member Elect Kathy Schwartz as the Fire District representative to the Columbia Gateway Urban Renewal Agency Board. Director Miles seconded. The motion passed with Willer, Ashmore, Dodge and Miles voting yes.

- d. Surplus Items: Director Ashmore made a motion to declare the items listed on Exhibit “A” as Surplus Property. Director Dodge seconded. The motion passed with Willer, Ashmore, Miles and Dodge voting yes.
- e. August Board Meeting: The Board of Directors made the decision to hold the August Board meeting on August 14, 2017 because of the solar eclipse. Because of the increased traffic through the area, there is potential for an increase in call volume for the Fire District.

11. GOOD OF THE ORDER

Chief Palmer presented outgoing Board Members John Willer and Crystal Dodge plaques in appreciation of their service.

12. EXECUTIVE SESSION

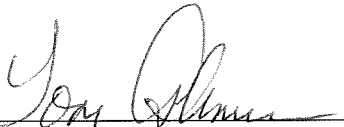
- a. Adjourn to Executive Session in accordance with ORS 192.660(2)(a) To consider the employment of a public officer, employee, staff member or individual agent.

The regular board meeting adjourned into executive session at 6:19 pm.

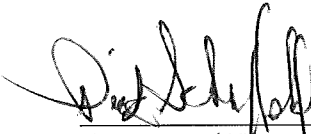
The executive session ended and the regular board meeting reconvened at 7:30 pm.

13. ADJOURNMENT

There being no further business, the meeting was adjourned by motion at 7:31 p.m.



Board President



Secretary / Treasurer