

# **MINUTES**

Mid-Columbia Fire and Rescue  
Board of Directors Meeting  
Station 1  
1400 W. 8<sup>th</sup> Street, The Dalles, Oregon  
November 16, 2015

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

Board President Robin Miles called the November 16, 2015 meeting of Mid-Columbia Fire and Rescue to order at 5:31pm.

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

Staff: Bob Palmer, Fire Chief; Jay Wood, Division Chief; Dan Hammel.

Others: Tom Peachey, Legal Counsel; Walt Denstedt, Firefighter; Dee Apperson, Citizen.

Excused: Crystal Dodge, Dana Woods and Division Chief Dave Lapof.

## **2. PLEDGE OF ALLEGIANCE**

Pledge of Allegiance was led by Board President Miles.

## **3. MINUTES**

Minutes from the October 19, 2015 Regular Board Meeting were accepted as presented.

## **4. PUBLIC COMMENT**

None

## **5. FINANCIAL REPORTS**

Cash Accounts Summary: Included in board packet.

Ambulance Service Financial Report: Included in board packet.

## 6. COMMITTEE REPORTS

Nothing to report.

## 7. FIRE CHIEF'S REPORT

Incident Report: There were 206 calls for service in the month of October. 177 were for EMS.

911 Usage: 14% for the month of October, a 4% increase from the previous month.

Training Division Report: Included in board packet.

Prevention Division Activities: Included in board packet.

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

Other: Chief Palmer thanked the Board for their attendance at the Station 2 Open House. Chief Palmer feels that the residents of the Columbia View Heights neighborhood really appreciate having the Fire Department/Ambulance Service in their neighborhood. Chief Palmer also informed the Board that the Audit for Fiscal Year 2014-2015 is nearly complete and he will be scheduling the Audit Work Session sometime in December or January.

## 8. CORRESPONDENCE

Letter included from The Dalles High School ASB for the Fire District's support during homecoming week.

## 9. OLD BUSINESS

- a. Information Sheet – Apparatus/Equipment Replacement and Facility Upgrade Bond Issue.
- b. Presentation by David Ulbricht with SDAO re: potential GO Bond Measure and Financial Advisory Services Agreement provided through SDAO.
- c. Resolution No. 2015-16 “Authorizing the Fire Chief to enter into an agreement for Municipal Advisory Services with the Special Districts Association of Oregon (SDAO).

\*\*\* The above listed Old Business Items will be postponed until later in the meeting as David Ulbricht from SDAO is running late.

- d. Training Tower Update: The soil survey is complete and the results are unfavorable. Because of this, it will be necessary for Fire Facilities to redesign

the foundation to accommodate the soils analysis. Once revisions are complete -- a revised quote will be sent to MCF&R for financing purposes.

- e. Policy Review Process: At the October Board meeting, Chief Palmer distributed five policies for the Board to review. Chief Palmer was prepared to address any questions that the Board may have. Director Willer posed one question regarding the Organizational Chart. The next five policies were also distributed for review in December. Chief Palmer also provided a CD to each Board Member that contains the Board Policies, District Policies, Employee Handbook and the Collective Bargaining Agreement.

## 10. NEW BUSINESS

- a. Resolution 2015-17: Budgeted transfer of funds from General Fund to the Building Reserve Fund to accommodate completion of projects that are scheduled to be done this Fiscal Year.

**MOTION: Director Ashmore moved to adopt Resolution 2015-17 "Transfer of Funds from the General Fund to the Building Reserve Fund". Director Willer seconded. The motion passed with Miles, Ashmore, Schaffeld and Willer voting yes.**

At 6:04 pm, a short recess was taken so that Chief Palmer could check on the status of David Ulbricht.

## 11. EXECUTIVE SESSION

- a. Adjourn to Executive Session in accordance with ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

The regular board meeting adjourned into executive session at 6:06 pm.

The executive session ended and the regular board meeting reconvened at 7:22 pm.

Once the regular Board Meeting reconvened, David Ulbricht from SDAO gave a very detailed presentation regarding the potential upcoming GO Bond and other future financial projects. He provided the Board with very detailed information in regards to the GO Bond process and some different options regarding sale of the bonds. If the Board decides to move forward with retaining David's services through SDAO, he will also be able to provide financing options for the Training Tower as well. This would require establishing a SDAO Advisory Services Agreement. Director Schaffeld made a motion to authorize Chief Palmer to move forward with actions necessary to place the issue of General Obligation Bonds on the November 2016 ballot. Director Willer seconded. The motion passed with Miles, Ashmore, Schaffeld and Willer voting yes.

Resolution 2015-16: Budgeted transfer of funds from General Fund to the Building Reserve Fund to accommodate completion of projects that are scheduled to be done this Fiscal Year.


**MOTION:** Director Willer moved to adopt Resolution 2015-16 “Authorizing the Fire Chief to enter into an agreement for Municipal Advisory Services with the Special Districts Association of Oregon (SDAO)”. Director Ashmore seconded. The motion passed with Miles, Ashmore, Schaffeld and Willer voting yes.

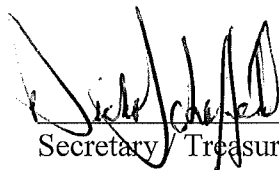
12. **GOOD OF THE ORDER**

None

13. **ADJOURNMENT**

There being no further business, the meeting was adjourned by motion at 8:12 p.m.

  
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Board President

  
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Secretary Treasurer