

**KEIZER RURAL FIRE PROTECTION DISTRICT
661 CHEMAWA ROAD NE
KEIZER, OREGON**

**REGULAR BOARD MEETING
July 18, 2017**

Call to Order – President Joe Van Meter called the meeting to order at 7:00 p.m. Directors present included: Betty Hart, Ron Christopher and Chet Patterson. Absent: Mike Bauer.

Roll Call – Those present at the Board meeting included: Fire Chief Jeff Cowan, Deputy Chief Randy Jackson, Division Chief Hector Blanco and Brian Butler, Captain Aaron Pittis, Firefighter Kelby Frazier, Budget Committee Members Bill Quinn and Kelly Walther.

Pledge of Allegiance

Minutes – Chet Patterson made a motion to approve the Minutes of June 20, 2017. Ron Christopher seconded the motion. The motion carried unanimously.

Board Officer Positions – Chet Patterson made a motion to nominate Joe Van Meter for Board President, Ron Christopher for Vice President and Betty Hart for Treasurer. Joe Van Meter seconded the motion. The motion carried unanimously. Joe Van Meter made a motion to nominate Chet Patterson for Secretary. Ron Christopher seconded the motion. The motion carried unanimously.

Board Committee Assignments – Chet Patterson made a motion to continue the committee assignments as is for another year. Joe Van Meter seconded the motion. The motion carried unanimously.

Correspondence – Thank you card from Alta Katz.

Guest Input – None.

Organizational Input

IAFF Local 3881 – None.

KVFA – None.

Old Business – None.

Reports

Financial Report – Betty Hart provided a brief overview of the financial report. Ambulance revenue for the year was almost 1.4 million and clearly the new ambulance billing vendor is an improvement. Year-end overtime was only expended at 63%. The financials showed some higher than normal year-end costs for building improvements that were completed. Overall a really good budget year. Chet Patterson made a motion to accept the financial report as presented. Ron Christopher seconded the motion. The motion carried unanimously.

Board Member Reports – Betty Hart attended coffee with Cathy where there were several discussions regarding the Safeway service station, the third bridge and Salem Radiology possibly moving to Keizer.

Chief/Staff Reports

Chief Cowan reported that the second engine was picked up today which means both engines are now back in service after the recall. Chief Butler reported that the District will staff all three medic units and Marion County Fire will staff four medic units for the Eclipse event.

New Business

Policy 10.22 Resident Volunteer Firefighter – Chief Cowan presented an overview of the new draft policy for a Resident Volunteer Firefighter program. Discussion ensued. Policy will be brought back for second reading at the August meeting.

Surplus Engine 375 – Chief Cowan presented a brief overview of the need to declare Engine 375 as surplus equipment and to prepare for sale. Discussion ensued. Ron Christopher made a motion to declare Engine 375 as surplus and prepare for sale. Chet Patterson seconded the motion. The motion carried unanimously.

State Pool Authorized Signature Letter – Chief Cowan presented a brief overview of an update to the authorized signatures on file at the Local Government Investment Pool (LGIP). The list has not been updated since 2000 and the LGIP requested the update. Betty Hart made a motion to approve the authorized signature letter as requested by the LGIP with the newly elected board positions as required. Chet Patterson seconded the motion. The motion carried unanimously.

Other Business

Chief Cowan provided an overview of the City Council meeting where the Council had recommended to approve the Safeway overlay amendment to include the service station and the convenience store. Discussion ensued. The District will have to wait and see the proposal once the ordinance is written and moved forward for a vote. The City and Safeway are both willing to work with the Fire District to address concerns.

Chief Cowan provided a brief overview of the position of Fire and Life Safety as presented to the board and asked for input. He continued by stating that staff has said that they want to see it as an Inspector position and that they hope to have the job description ready for the September Civil Service meeting. Joe Van Meter stated that he would like to see the job continue to include the public education side as part of its role for the community.

Pay Bills – Chet Patterson made a motion to pay the bills. Betty Hart seconded the motion. The motion carried unanimously.

Betty Hart made a motion to approve two bills to Slate and Slate Construction for a total amount of \$42,371.00 for completion of the roofing project. Chet Patterson seconded the motion. The motion carried unanimously.

Adjourn – President Joe Van Meter declared the meeting adjourned at 7:40 pm.

Respectfully submitted,



Chet Patterson
Secretary