

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

REGULAR BOARD MEETING

March 15, 2016

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

Roll Call –Those present at the Board meeting included: Fire Chief Jeff Cowan, Deputy Chief Randy Jackson, Division Chief Brian Butler, Office Manager Vickey Dosier, Captain Christina Wilson, Lieutenant Rachel Brozovich, Firefighters Bill Herring , Mike Jensen, Tim Coburn and Danny South, Budget Committee Members Colleen Busch and Bill Quinn, Volunteer Firefighter Dale Slater and Volunteer Firefighter Bob Busch (retired).

Pledge of Allegiance

Minutes – Chet Patterson made a motion to approve the corrected Board Meeting Minutes of February 16, 2016. Betty Hart seconded the motion. Discussion. The motion carried unanimously.

Correspondence – Thank you cards from Greg Ego, Charles Shirley and Patrick Wilson were presented.

Oath of Office/Promotions – Chief Cowan introduced Mike Jensen, new Firefighter/Paramedic to the board.

Guest Input – None.

Organizational Input

IAFF Local 3881 – None.

KVFA – Dale Slater presented a report from Amber Butler that three firefighters had just competed in the Scott Firefighter Challenge. Rachel Brozovich, Amber Butler and Jeff Gallinger all competed with Rachel and Amber both posting their personal best times. Together they raised \$12,629 which was the third highest donation per capita. Congratulations to all for a job well done.

Old Business – None.

Reports

Financial Report – Betty Hart provided a brief overview of the financial report noting that ambulance revenue was back up to \$147,000 and that the election expense for the November Bond Election was paid at \$23,256. Chet Patterson made a motion to accept the financial report. Mike Bauer seconded the motion. The motion carried unanimously.

Board Member Reports – Chet Patterson presented a brief overview of the meeting that he and the Chief had just attended with the CERT 501(c)3 committee. Mike Bauer reported that he and Chet Patterson and Chief had attended the City/District meeting to develop the plan for future meetings. Chet Patterson reported that the finance committee had attended the Bond Due Diligence call with staff and that things were going smoothly. Betty Hart reported that the good news is that the District received an A1 Bond Rating.

Chief/Staff Reports

No questions. Chief Cowan reported that the Keizer Chamber had held another community conversation in the community room and that it was a very informative discussion.

New Business

Purchase of Thermal Imaging Cameras – Chief Cowan presented a brief report on the purchase of (4) four Thermal Imaging Cameras from bond funds. Betty Hart made a motion to purchase four FLIR thermal imaging cameras with truck chargers from Unifire, Inc. at a price not to exceed \$26,660. Mike Bauer seconded the motion. The motion carried unanimously.

Purchase of 2016 Ford F150 XLT 4 x 4 Maintenance Vehicle – Chief Cowan presented an overview on the purchase of the maintenance vehicle as outlined in the board packet. He also reported that the 1995 Silverado would be surplus once the new vehicle was in service. Mike Bauer made a motion to declare the 1995 Chevy Silverado pick up surplus and to approve the purchase agreement with Landmark Ford for the Ford F150 maintenance vehicle in the amount of \$35,013. Discussion. The motion carried unanimously.

Purchase of 2015 Ford Transit-150 XL Passenger van – Chief Cowan presented a brief report on the 2016 Ford Transit which will be utilized as a people hauler. Again, the old 1994 Ford Clubwagon will be surplus. Betty Hart made a motion to declare the 1994 Ford Clubwagon XLT as surplus and to approve the purchase agreement with Landmark Ford for the Ford Transit-150XL passenger van in the amount of \$24,876. Discussion. The motion carried unanimously.

At this time Chief Cowan interrupted the meeting to introduce Firefighter/Paramedic Danny South to the Board.

Policy 9.02 - Use of Facilities by Outside Organizations – Chief Cowan presented an overview of Policy 9.02 which the board wanted to begin discussing for review. Chief continued by outlining our current process which allows non-profit agencies to use the community room without charge. Chief Jackson stated that the reason the fee schedule was originally implemented was that an agency had started to take advantage of the room with weekly meetings all day and we needed a way to control that if necessary. Chief Cowan stated that there are costs associated with janitorial supplies and staff time when cleaning and restocking the facility before and after an event. Currently even though a fee schedule and an application form are in place they are not being utilized. Discussion ensued. Director Joe Van Meter directed senior staff to come up with new language and to update the policy and the facility form and bring it back to the board.

Other Business – Chief Cowan stated that he is attempting to get the Union Negotiation meeting scheduled with the board and asked for them to send their availability.

Betty Hart noted that the Chief's evaluation will be held at the April meeting. Joe Van Meter stated that there will be an executive session prior to the meeting and then a second executive session to be held at the end of the meeting to discuss the evaluation with the Chief.

Joe Van Meter mentioned the pedestrian fatality on River Road and asked the District to bring the issue of a flashing pedestrian walkway at that location to the attention of the City. Discussion ensued. Chief Cowan stated that he would bring up street lighting improvements as well as the "protected crosswalk" issue. Budget Committee Member Colleen Busch also noted that the Transit District has some grant funds that may be available for this type of issue and that she would send over some information.

Good of the Order – None.

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

Adjourn – President Van Meter declared the meeting adjourned at 7:58 p.m.

Respectfully submitted,

Mike Bauer
Secretary