KEIZER RURAL FIRE PROTECTION DISTRICT

661 CHEMAWA ROAD NE

KEIZER, OREGON

REGULAR BOARD MEETING

May 17, 2016

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

Roll Call –Those present at the Board meeting included: Fire Chief Jeff Cowan, Division Chief Hector Blanco, Division Chief Brian Butler, Office Manager Vickey Dosier, Captain Christina Wilson, Lieutenant Rachel Brozovich, Firefighters Tim Coburn and Jacob Jordan, Budget Committee Members John Rizzo, Greg Rands and Bill Quinn, Volunteer Firefighter Dale Slater and CERT Members Jerry Wade.

Pledge of Allegiance

Minutes – Betty Hart made a motion to approve the Minutes of April 19, 2016. Ron Christopher seconded the motion. Discussion. The motion carried unanimously.

Correspondence – Three thank you cards were presented. WVCC/Dispatch thank you . Rotary Food Drive – thank you for donating 78# of food to the food drive. The Stanley family – thank you for the delicious Mother’s Day breakfast.

Introductions – Chief Cowan introduced new Firefighter/Paramedic Jacob Jordan to the board.

Guest Input – None.

Organizational Input

IAFF Local 3881 – None.

KVFA – None.

Old Business

Policy 9.01 Use of Maintenance Facility & Equipment – Chief Cowan provided a brief overview of the second reading of Policy 9.01. Betty Hart made a motion to adopt Policy 9.01 as revised. Joe Van Meter seconded the motion. The motion carried unanimously.

Policy 12.04 Fiscal Policy & Assistance Program – Betty Hart provided an overview of the Policy as the Finance Committee has been working on it with Chief Jackson. The policy provides an avenue for Accounts Receivable write-offs, collections and hardships as discussed. This is the second reading of Policy 12.04. Betty Hart made a motion to adopt Policy 12.04 as presented. Ron Christopher seconded the motion. The motion carried unanimously.

Reports

Financial Report – Betty Hart provided a brief overview of the financial report and noted that the Ambulance Revenue has picked back up and should get close to the amount projected. She also noted that Overtime is down again mostly due to the new staffing plan. Joe Van Meter made a motion to accept the financial report. Ron Christopher seconded the motion. The motion carried unanimously.

Board Member Reports – Betty Hart reported that she had attended Coffee with Cathy again and the agenda consisted mostly of Iris Festival activities.

Chief/Staff Reports

Chief Butler – Provided a brief overview of the agreement with Chemeketa Community College trading equipment for use of the drill tower, training grounds, and classes with no money changing hands. Chief Butler advised that the new medic unit is in service and that the new command vehicle is here but not yet in service and invited the board to get a tour of the vehicles after the meeting.

New Business

Transient Occupancy Tax (TOT) – Chief Cowan provided a history of the City of Keizer’s Transient Occupancy Tax and that it was originally set up to provide the fire district with 20% of the revenue from the tax. He continued by stating that several years ago, due to the downturn in the economy the City stopped providing the district with its share. Due to a recent article in the Keizer Times the issue has been brought up and the TOT is again raising money and in fact is due to be apx. $20,000 higher than projected. In addition, Keizer Station is adding a new hotel so the TOT will increase in size over the next few years. Chief Cowan asked for board direction on whether or not the district should try and regain the 20% funding from the TOT. Ron Christopher reported that the money is used for after school programs and that they need it more than the District. Ron Christopher advised that he would be a no vote. Betty Hart asked if the agreement was still in effect. Chief Cowan reported that it never ended but the City just stopped sending the check. Chet Patterson stated that he is leaning towards getting a portion of those funds. Joe Van Meter agreed that the district has a fiduciary responsibility to gather all appropriate funding and that the district should be getting their share. Chief Cowan provided a letter of support from Director Mike Bauer stating that he agreed the district should try and regain the funding. Discussion ensued. Joe Van Meter made a motion to have Chief Cowan go back to the City with a request to go back to the original agreement with the district receiving 20% for the Transient Occupancy Tax. Betty Hart seconded the motion. More discussion resulted in the Chief using his discretion on when to go to the City for the current budget year or the next budget year. The motion carried. Yes votes – Betty Hart, Chet Patterson, Joe Van Meter. No votes – Ron Christopher.

Union Contract Opener on Wages – Chief Cowan provided an overview of the union negotiations that occurred in April and May with the board personnel committee. The negotiation resulted in a proposal of a 3.5% cost of living increase for the IAFF Union employees. Discussion ensued. Joe Van Meter made a motion to ratify the contract with the IAFF Union and approve the 3.5% cost of living increase as presented. Betty Hart seconded the motion. Discussion. The motion carried. Yes votes – Betty Hart, Chet Patterson, Joe Van Meter. No votes – Ron Christopher.

Other Business – None.

Good of the Order – None.

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

Adjourn – Vice President Patterson declared the meeting adjourned at 7:31 pm.

Respectfully submitted,

Betty Hart

Treasurer