

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

REGULAR BOARD MEETING

July 17, 2018

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

Roll Call – Those present at the Board meeting included: Fire Chief Jeff Cowan, Division Chiefs Hector Blanco, Brian Butler and Ryan Russell, Deputy Fire Marshal Anne-Marie Storms, Firefighter Danny South, Budget Committee Member Kelly Walther, Citizens Dave Bauer and Bob Busch.

Pledge of Allegiance

Selection of Officers – President Van Meter asked for nominations for board officer positions for fiscal year 2018/2019. Joe Van Meter made a motion to nominate Chet Patterson as President, Joe Van Meter as Vice President, Greg Ego as Secretary and Betty Hart as Treasurer. Greg Ego seconded. Discussion. The motion carried unanimously.

New President Chet Patterson took over the meeting.

Minutes – Greg Ego made a motion to approve the Minutes of June 19, 2018 as presented. Joe Van Meter seconded the motion. The motion carried unanimously.

Correspondence – A thank you card from the Oregon Child Passenger Safety Seats for the use of the community room for their training last week was received.

Guest Input – None.

Organizational Input

IAFF Local 3881 – President Danny South reported that Victor Hess has just been hired as our new Firefighter/Paramedic and he would attend next month's meeting for introductions.

KVFA – None.

Old Business

Levy Renewal – Chief Cowan announced that the deadlines for filing for the levy renewal do not correspond with the dates of the board meeting. Therefore, he is presenting the necessary documentation at this board meeting for review and action. Included are the SEL805: Request for Ballot Title, the Explanatory Statement and Resolution 2018-04: Resolution to place five-year local option levy renewal on the November 2018 ballot. Joe Van Meter made a motion to approve Resolution 2018-04 and place a five year local option levy renewal on the November 2018 ballot as presented. Betty Hart seconded the motion. The motion carried unanimously. Chief Cowan also noted that Ron Christopher had sent an email stating his support for the levy renewal. Betty Hart asked when the letter from the board would be due. Chief Cowan stated that it is not due until September 10th, but he would bring it to the August board meeting for the boards review and action.

Reports

Financial Report – Betty Hart provided a brief overview of the financial report. Tax revenue for current year received at over 100%. Apx. \$135,000 received in June for Ambulance revenue but the good news is that \$1.8 million has been received overall. Percentage of expenditures has come in really well at 85%

for the year. Joe Van Meter made a motion to accept the financial report as presented. Greg Ego seconded the motion. The motion carried unanimously.

Board Member Reports – Greg Ego reported that he and Ron Christopher had attended a Facilities Committee meeting that brought them up to date on the future plans with the building and the medic room as well as showed them the lack of space that the district currently has. He continued by stating that we need to begin the process for evaluating the building and start addressing future needs in the next five-year plan to see what can be accomplished at our current location or if we need to look elsewhere. Betty Hart and Chet Patterson reported that they had met as the Finance Committee with the auditors from Aldrich in the planning phase. Everything appears to be going very smoothly and they hope to be able to have the audit done a month early for presentation. Greg Ego reported that the board meetings will most likely be moved to the community room starting in August as the renovation to the current board room begins.

Chief/Staff Reports – Chief Cowan gave a brief overview of his attendance at the Governmental Affairs Committee which is reviewing a proposal to form the Port of Willamette in the Brooks area. He continued by giving an overview of the Keizer Urban Growth Boundary meeting where it was pretty much concluded that Keizer would not attempt to grow the boundary until after removal of the shared boundary with the City of Salem.

New Business

Conflagration Reimbursement for Salaried Employees – Chief Cowan provided an overview of the reimbursement process for salaried employees either mobilized to a conflagration fire or for those employees who back filled shifts for the employee who was mobilized. He went on to state that the district has already been reimbursed for the hours in question while Chief Blanco and Chief Butler were backfilling for Chief Russell while he was on a conflagration fire last year. Greg Ego asked if we have it in policy anywhere. Vickey Dosier replied that there is draft language in the policy to bring to the next board meeting if the issue is approved. Greg Ego made a motion to approve overtime compensation to exempt (salaried) employees when mobilized or backfilling for a conflagration by the Office of the State Fire Marshal or other agency as needed. Betty Hart seconded the motion. The motion carried unanimously.

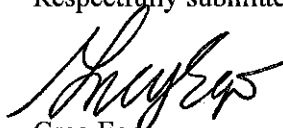
Other Business – None

Good of the Order – Chief Cowan stated that the board had just completed the SDIS Board Practices Assessment which will allow the district to receive an additional 4% off its Insurance. Chief stated that it was very successful and thanked Vickey Dosier, Finance Officer for her expertise in the categories that came up during the assessment. Joe Van Meter also thanked the Chief Officers for all their work in helping the Shift Commander Program to be so successful.

Pay Bills – Joe Van Meter made a motion to pay the bills. Greg Ego seconded the motion. The motion carried unanimously.

Adjourn – President Chet Patterson declared the meeting adjourned at 7:27 pm.

Respectfully submitted,



Greg Ego
Secretary