

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

REGULAR BOARD MEETING

December 18, 2018

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

Roll Call – Those present at the Board meeting included: Fire Chief Jeff Cowan, Division Chiefs Brian Butler, Hector Blanco and Ryan Russell, Firefighter Mike Jensen, Budget Committee Members John Rizzo, Kelly Walther's and Bill Quinn, Agent of Record Dave Bauer and Nathan Bauer.

Pledge of Allegiance

Minutes – Joe Van Meter made a motion to approve the Minutes of November 20, 2018. Greg Ego seconded the motion. The motion carried unanimously.

Correspondence – Christmas cards.

Guest Input – None.

Organizational Input

IAFF Local 3881 – None.

KVFA – None.

Old Business

Office Manager Update – Chief Cowan presented an overview of the progress on the hiring of a new Office Manager to start in January.

Reports

Financial Report – Betty Hart provided a brief overview of the financial report. Overall the expenses are still under budget at apx. 40% of the way through the budget year. Ambulance revenue was received at \$135,000. Tax revenue has been received at 95% in November. Overtime was up slightly due to being mobilized on the conflagration fire in California. Greg Ego 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 on Saturday and had the opportunity to thank everyone for their election support and for the great turnout for the Santa Breakfast. Announced the two openings on the budget committee. The City of Keizer also has some committee openings if anyone is interested.

Chief/Staff Reports – Chief Cowan reported on the stove fire that occurred during the Santa breakfast and that the stove/oven has been repaired. Chief reported on moving the strategic planning session to February and board consensus was for February 2, 2019 from 9:00 am until finished.

Chet Patterson reported that the website issue will be referred to the Technology/Communications sub-committee in January and will bring back a recommendation to the board.

New Business

Insurance Renewals – Dave Bauer distributed the Volunteer Firefighter Insurance Services (VFIS) insurance renewal and gave a brief overview. Greg Ego made a motion to renew the VFIS insurance. Betty Hart seconded the motion. The motion carried unanimously.

Dave Bauer distributed the liability insurance renewal and gave a brief overview. He also reported that the best practices discount increased to 14% this year due to the diligence of the board and staff. Joe Van Meter made a motion to renew the general liability insurance. Betty Hart seconded the motion. The motion carried unanimously.

Acceptance of Results Form for District Measure – Chief Cowan presented the Acceptance of Results Form from the November 6, 2018 election from Marion County Elections for approval. Betty Hart made a motion to accept the results as presented. Greg Ego seconded the motion. The motion carried unanimously.

Resolution 2018-05 Amending Fees for Fire Code Plans Review – Chief Cowan presented an overview of the 6% Fire Code Plans Review Fee. Discussion ensued. Deputy Fire Marshal Anne-Marie Storms provided a detailed overview of the plans review requirements and time frames. Chet Patterson opened the subject for public comment. Bill Quinn commented that the resolution for new fees needs to be advertised to the public before approving. Joe Van Meter made a motion to approve Resolution 2018-05 amending fees for Fire Code Plans Review. Greg Ego seconded the motion. Yes votes - Ego Patterson, Van Meter; No votes – Christopher, Hart. More discussion ensued. Joe Van Meter made a motion to withdraw the first motion. Greg Ego seconded the motion. The motion to withdraw the first motion passed unanimously. The issue was tabled until the January meeting at which time the resolution for fees will be posted on the website with a public hearing to be advertised in the Keizer Times.

Other Business – None.

Good of the Order – None.

Pay Bills – Greg Ego made a motion to pay the normal monthly bills as well as the Sea Western bill in the amount of \$16,333.69. Joe Van Meter seconded the motion. The motion carried unanimously.

Adjourn – President Chet Patterson declared the meeting adjourned at 8:30 pm.

Respectfully submitted,

Greg Ego
Secretary