

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

**REGULAR BOARD MEETING
September 17, 2019**

Call to Order – President Chet Patterson called the meeting to order at 7:00 p.m.

Roll Call – Those present at the Board meeting included: President Chet Patterson, Directors: Betty Hart, Greg Ego, Joe Van Meter and Ron Christopher, Chief Jeff Cowan, Office Manager Lyn Komp, Div. Chief Ryan Russell, DFM Anne-Marie Storms, Lieutenant Jeff Gallinger, Firefighters: Matt Dryden, Jacob Brinlee, Victor Hess, Tim Coburn, Budget Committee Members Kelly Walther and Bill Quinn, Citizens Penny Wendland, Sherry Alexander, Bob Busch, Bob Wickman Award Recipients Dan & Linda Garcher and Family, Curtis Ryun, Keizer Times Matt Rawlins

Pledge of Allegiance

Presentation of the Bob Wickman Life Saving Award- Chief Jeff Cowan told the story of events on the night of the fatal fire at Rainbow Gardens. President Chet Patterson presented the Bob Wickman Life Saving Award to Dan and Linda Garcher along with their dog Tobias.

New Employee Introductions: Tabled until the October Board Meeting.

Minutes – Betty Hart made a few corrections to the minutes; in “Roll Call” Randy Jackson’s title needed to be changed to EMS Billing Manager, Under “Bond Sale Discussion” in the second sentence one of the word “more” was taken out and 14% was changed to 14 cents further down in the paragraph. Joe Van Meter made a motion to approve the Minutes of August 20, 2019 as amended. Greg Ego seconded the motion. The motion carried unanimously.

Correspondence – Willamette Lutheran Retirement Community gave us some goodies and a card thanking us for our service. The Rodick family sent a thank you card for attending their son’s birthday party.

Guest Input – None.

Organizational Input

IAFF Local 3881 – None.

KVFA- None.

Old Business – President Chet Patterson asked if there were any questions regarding Policy 04.09 Public Records Request second reading of the policy. Greg Ego asked about the 3rd page 1st paragraph. He asked if we need to state the fees for less than 20 copies in that section too. After discussion, it was decided to leave it open as is. Further down the page it talks about copy of video recording. Greg Ego asked if this is just a place holder. It was stated yes, it is. Greg Ego asked if we have digital sound recordings. Lyn Komp stated yes we do. Joe Van Meter made a motion to approve Policy 04.09 as presented. Ron Christopher seconded the motion. The motion carried unanimously.

Reports

Financial Report – Betty Hart provided a brief overview of the financial report. We are just under 17% through the fiscal year. Ambulance revenue was received at \$166,988. Our tax revenue is small this time of the year. Personnel Services is normal. Overtime is normal. Health insurance and PERS are also normal. We made the quarterly payment to dispatch. The first payment for the audit was made. 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 stated that she wasn't able to attend Coffee with Cathy. Chief Jeff Cowan stated he was able to attend, and that it gave the fire district a heads up on the city's comprehensive plan for River Road to add bike lanes and narrow the turn lane. We submitted a written response with our concerns. Discussion on the basketball hoops issue and having them in the right of way. Chief Jeff Cowan stated that code revision was done to help to clear problems as far as access. Joe Van Meter asked if the code has been enacted. Chief Jeff Cowan stated that he thinks it is going back to the council.

Chief/Staff Reports – Chief Jeff Cowan stated we have the IGA signed with the city. D.C. Ryan Russell stated the ladder is back in service. Greg Ego asked about Keizer Food Mart having 14 violations. DFM Anne-Marie Storms gave a brief description of the inspection procedure. She also stated that Keizer Food Mart is down to only two items left. Greg Ego asked when the re-inspection fee is charged. DFM Storms stated after the 3rd re-inspection.

New Business

Discussion with the City Regarding Facilities- Chief Jeff Cowan stated that we are going to start a feasibility study the beginning of October. After talking with the city, they are looking into a plan to move public works. He would like to get authorization from the Board to speak with the city about feasibility items, for example, using some of the space in the public works building behind us. Greg Ego asked is the company coming in to do the study will engage the city. Greg Ego stated it makes sense to go to the city and work with them. Ron asked if the city has a long range plan. Chief Jeff Cowan stated the city does not have a long range plan. Joe Van Meter asked how we are going to expand, and if we build a building, will it affect access for public works. Joe Van Meter stated the estimated number from Chief Jeff Cowan is \$2 million dollars. Discussion ensued on where the funds would come from. Joe Van Meter stated there is no way around this and will need to expand. This is just the beginning of the discussion. The Board agreed to authorize Chief Jeff Cowan to speak to the city regarding facilities. Joe suggested that Betty bring this up at Coffee with Cathy.

Other Business –

Good of the Order – Betty Hart thanked the Chief Jeff Cowan for giving a tour to her nieces.

Chief Jeff Cowan stated that there is a Risk Management Training through SDAO and asked if any board members would like to go. Joe Van Meter asked if we have all of the SDAO requirements completed in order to receive the discounts. Lyn Komp stated that the requirements have been completed.


Chief Jeff Cowan started a discussion on selling the bond in January. If we want to sell the bond in January and use the funds this fiscal year, we will have to do a supplemental budget. We can save approximately \$25,000 per apparatus by paying for it up front. We are also looking to get the apparatus ordered before February when the prices increase. Chief Jeff Cowan stated that \$25,000 per apparatus is a substantial enough savings to do the supplemental budget. Chief Jeff Cowan is just keeping the Board updated and trying to be transparent. Greg Ego would like to see a list of apparatus that are planning to be purchased. Joe Van Meter asked if the brush rig is being replaced already. Chief Jeff Cowan stated we are not replacing it. We are looking into purchasing another one. Chief Jeff Cowan will work on an update on the apparatus purchasing plan.

Chief Jeff Cowan congratulated Chet and Chris Patterson on their 42nd anniversary today.

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

Adjourn – President Chet Patterson declared the meeting adjourned at 7:56 pm.

Respectfully submitted,



Greg Ege
Secretary