

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

**REGULAR BOARD MEETING  
December 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. Chiefs Ryan Russell, Brian Butler and Hector Blanco, DFM Anne-Marie Storms, Firefighter Bill Herring, KVFA President Taylor Russell, Budget Committee Members Patti Tischer, Kelly Walther

**Pledge of Allegiance**

**Minutes** – Joe Van Meter made a motion to approve the amended Minutes of November 19, 2019. Greg Ego seconded the motion. The motion carried unanimously.

**Correspondence** – A citizen sent a thank you card for being kind when they were at their worse. Morgan Penge sent a thank you card for supporting her and 4-H.

**Guest Input** – Patti Tischer thanked Anne-Marie Storms and Cody Heidt for the presentation to Keizer Greeters.

**Organizational Input**

IAFF Local 3881 – None

KVFA- None

**Old Business**

Update to Board Policy Section B- Chief Jeff Cowan stated with increasing cost to payroll and other expenses, it is recommended that the maximum amount that can be in checking is \$500,000. Chet Patterson asked if there were any questions. There were no questions. Greg Ego made a motion to approve the changes to Board Policy Section B 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 40% of the way through the fiscal year. Ambulance Income was received at approximately \$145,000. Overtime is normal. The quarterly payment to dispatch was made. Vehicle Maintenance is high due to the repairs on the ladder. We are going to get partial reimbursement for those repairs. Training is high due to the \$7500 purchase of a new forcible entry door. Ron Christopher made a motion to accept the financial report as presented. Joe Van Meter seconded the motion. The motion carried unanimously.

Board Member Reports – Betty Hart stated that the Finance Committee met with Chief Jeff Cowan and Lyn Komp regarding the RFP process for new auditors. They made suggestions and also discussed getting a policy in place regarding the RFP process. She stated it is the board's responsibility to review and determine the applications sent in to determine who should be awarded the contract. Betty Hart attended Coffee with Cathy. She stated that there was a groundbreaking in Area D by Keizer Station. They will also be creating a library, and it will probably be a special district.

**Chief/Staff Reports** – Betty Hart stated that the GEMT program will net approximately \$126,779. DC Ryan Russell stated that we should be getting the ladder back within the next couple of weeks. They are waiting on parts. DFM Anne-Marie Storms stated that Keizer Food Mart is up to compliance.

## **New Business**

**SDAO Insurance Renewal-** Nathan Bauer distributed the Volunteer Firefighter Insurance Services (VFIS) insurance renewal and gave a brief overview. Joe Van Meter made a motion to renew the VFIS insurance. Greg Ego seconded the motion. The motion carried unanimously.

Nathan Bauer distributed the liability insurance renewal and gave a brief overview. He stated that there has been an approximate 10% increase. Joe Van Meter made a motion to renew the general liability insurance. Betty Hart seconded the motion. The motion carried unanimously.

**Purchase of a Type 3 Engine and Type 6 Skeeter-** Chief Jeff Cowan reviewed the memo for the purchases. Ron Christopher asked if this would bring us up to two brush vehicles. DC Ryan Russell stated yes, we will have two brush vehicles. We will be selling the old brush vehicle. Greg Ego confirmed that we have the timing correct to purchase the Type 3 with the discounts and the lower price. DC Ryan Russell stated yes, we are going to purchase the vehicle the end of January to be paid by the end of February. Lyn Komp is taking care of the supplemental budget for this. Joe Van Meter made a motion to purchase a Skeeter Brush Truck for \$256,536.30 and a Pierce 2020 Freightliner Type 3 for \$419,974.00. Greg Ego seconded the motion. The motion carried unanimously.

**Purchase of Radios-** There was discussion on the purchase of the Motorola radios. Greg Ego asked if the difference between prices in radios was because one is hard mounted and the other is hand held. DC Brian Butler stated that yes, it is the difference in pricing. DC Brian Butler stated they tested the new radios today, and they work phenomenally. There was no static and no problem hearing each other. Ron Christopher asked about leasing radios instead of purchasing them. A discussion ensued. It was determined that it is better to purchase them than lease them. Greg Ego made a motion to approve the expenditure of \$84,249.99 to Motorola Solutions for the new radios as requested. Ron Christopher seconded the motion. The motion carried unanimously.

**Re-Appointment of Budget Committee Members-** Chief Jeff Cowan stated the term expiration for Kelly Walther Colleen Busch ends December 31<sup>st</sup>. They have both consented to return. Joe Van Meter made a motion to re-appoint budget committee members Colleen Busch and Kelly Walther. Betty Hart seconded the motion. The motion carried unanimously.

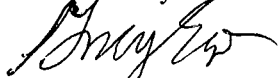
**Other Business** – None

**Good of the Order** – Betty Hart thanked FLSS Cody Heidt and DFM Anne-Marie Storms for the presentation at Keizer Greeters. She also stated that the staff and volunteers did a great job on the breakfast. Chet Patterson thanked DFM Anne-Marie Storms for all the work she did for Greg Frank's memorial service. He also thanked Greg Ego for his help with the Christmas tree lights. Greg Ego thanked the staff for their professionalism in taking care of his mother-in-law on a couple of calls. Greg Ego presented Keizer Fire Foundation with a \$500 donation on behalf of his mother-in-law thanking Keizer Fire District for their help.

**Pay Bills** – Greg Ego made a motion to pay the bills. Ron Christopher seconded the motion. The motion carried unanimously.

**Adjourn** – President Chet Patterson declared the meeting adjourned at 7:50 pm.

Respectfully submitted,

  
Greg Ego  
Secretary