

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

**REGULAR BOARD MEETING
December 15, 2020**

This meeting was held as a virtual meeting on GoToMeeting.com

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 Brian Butler and Hector Blanco, DFM Anne-Marie Storms, EMS Manager Randy Jackson, IT Josh Rutter, Budget Committee members: Bill Quinn, Patti Tischer, Colleen Busch and Kelly Walther, Kathy Wilson with Grove, Mueller & Swank.

Minutes – Joe Van Meter stated that there is a wording issue on page 3 at the top where Betty Hart is quoted as what she’s been following on the cities that should be just one dollar in there again top of page 3/3 line down. Greg Ego made a motion to approve the minutes as amended for November 17, 2020. Betty Hart seconded the motion. The motion carried unanimously.

Audit Presentation- Kathy Wilson, Grove, Mueller & Swank- Kathy Wilson, Manager from Grove, Mueller & Swank presented the audit report for the year ending June 30, 2020. The result of the audit was an unmodified, clean opinion. A meeting was previously held to go over the audit in more detail with the Board Finance Committee. There were no significant changes in the financial reporting statements. In the Governance Letter, there were no significant changes. We are required to report corrected and uncorrected statements. There were no uncorrected statements. In the management letter, there were journal entries that were provided and approved by Lyn. The District received an unmodified opinion, which is the highest level of assurance from the auditor, that the audit is free of material misstatement and that you can rely on the information included in the financial statements. There is a restatement on equipment that should have been capitalized in previous years. The Capital Projects Fund was reported separately. We did not receive enough funds during this fiscal year from the CARES Act to make it reportable. There were no non-compliance items. Chet Patterson stated the Finance Committee, Chief Jeff Cowan and Lyn Komp had met previously and reviewed the entire audit almost page by page. There were no questions or concerns, and it was a well conducted audit. We should be very pleased with what we got out of this audit. Betty Hart stated that the overall best result you can get is an unmodified opinion. Chief Jeff Cowan stated we should go out for a press release with the unmodified opinion.

Betty Hart made a motion to accept the audited financial statements as presented by Kathy Wilson, Grove, Mueller & Swank. Greg Ego seconded the motion. The motion carried unanimously.

Correspondence – We received several thank you cards and a \$200 donation.

Guest Input – None

Organizational Input

IAFF Local 3881 – None

KVFA- None

Old Business- None

Reports

Financial Report – Betty Hart provided a brief overview of the financial report. The report is 42% of the way into this fiscal year. Ambulance payments were received at approximately \$127,517, which is a little under the normal. We have received 96% of this year’s taxes. We are at 42% for Personnel Services. Overtime budget was low. The quarterly payment was paid to dispatch for \$65,000. We had some HVAC repairs. Dues and Subscription was high due to \$6000 being paid for the ESO renewal. We made the interest payments for the bond in the amount of \$93,000. The calculation for the GEMT funds we are going to receive is approximately \$83,000 minus the fees to prepare the report. 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 – Betty Hart stated that Coffee with Cathy last Saturday. She stated she promoted the candy cane drive through and gave an update on the district.

Chief/Staff Reports – Joe Van Meter asked Div. Chief Butler about the latest conversation with the Operations Chief at Marion County Fire District #1 (MCFD #1) on the offer to hire staff. Div. Chief Brian Butler stated that we have received one application. The application process closes on Friday. MCFD #1 had three layoffs or took retirement. Three had been laid off prior to that. They have six more that they will be letting go on December 31st. There are current openings at Bend Fire, Salem Fire and Lifeflight.

New Business

Resolution 2020-15 Declaration of a Community Health Emergency- Chief Jeff Cowan stated this is a renewal of the previous resolution declaring a community health emergency. This declaration will be in place until the January 19, 2020 Board Meeting. Joe Van Meter made a motion to approve the extension of Resolution 2020-15 Declaration of a Community Health Emergency. Betty Hart seconded the motion. The motion carried unanimously.

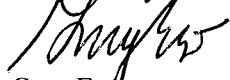
Other Business – None.

Good of the Order – Betty Hart stated she is proud to be associated with the staff and volunteers. It is heartening to hear the thank you’s.

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 7:28 pm.

Respectfully submitted,



Greg Ego
Secretary