**Umatilla County Fire District #1**

**BOARD OF DIRECTORS**

**Regular Board Meeting Minutes**

**February 14, 2024**

***Present:***

The meeting was called to order at 1900, February 14, 2024, in the meeting room at Station 24, 280 W. Coe Ave, Stanfield, Oregon by Board President Ric Sherman. Those present included board members Mike Hawman, Jim Whelan, Eldon Marcum, Spike Piersol, Fire Chief Scott Stanton and Clerk Reta Larson.

***Pledge of Allegiance:***

Director Hawman led the pledge of allegiance.

***Guests:***

Mitch Boylan from the accounting firm Anderson Boylan Ramos P.C. was in attendance to present the audit for 2022 – 2023.

***Minutes of January 10, 2024, Board Meeting***

Director Marcum moved to approve the January 10, 2024, board meeting minutes. Director Piersol seconded the motion. Motion passed.

***Audit Report***

To alleviate Mitch Boylan having the be present for the entire meeting, Board President Sherman moved the audit presentation from New Business. Mitch Boylan presented the audit page by page with detailed explanation regarding the report. There were no issues found in auditing the books of the district.

***Financial Report:***

The bond debt balance sheet shows $667,639.32 in bond taxes LGIP, $36,074.24 in bond debt services, $5,393.44 in bond debt services checking and $-29,072.66 due from other accounts for a balance of $680,034.34. The bond capital outlay balance sheet shows $4,098,246.33 in the Bond LGIP account, $24,652.07 in the bond account and $-70,836.64 due from other accounts for a balance of $4,052,061.76. The bond transaction report shows one transaction totaling $6,733.75 payable to Atlas Technical Consultants. Director Marcum moved to pay the January bond expenses in the amount of $6,733.75. Motion was seconded by Director Piersol. Motion passed. The balance sheet for the General Fund shows a balance in LGIP of $4,038,472.34, $500.00 in petty cash, $50,298.92 in the Banner Bank checking account and $520,749.22 due from other accounts for a balance of $4,610,020.48. The budget report was then reviewed showing taxes collected during January total $87,715.93 and Ambulance Service Fee Revenue total $384,448.10. $16,689.75 was Fire Med collections, so total ambulance revenue was $367,758.35. Maintenance Service Fees collected in January total $1,606.40. Grants collected in January total $62,950.76. No Intergovernmental agreement funds were collected during January. Fire Suppression Fees of $42,879.70 were collected during January. Miscellaneous Revenue of $4,653.75 was collected in January. No other revenue was received during the month. Total revenue collected during the month of January was $584,254.64. Chief Stanton reported that ambulance revenue is running about 5 percent higher than what was budgeted. For expenses, $701,597.88 was spent on Personal Services. Materials and Services expended during the month of January totaled $68,896.59. $2,136.93 was spent from the General Fund Capital Outlay fund during January. The final report reviewed was the bank transaction report. Multiple transactions were reviewed with January expenses totaling $780,977.05. With no questions regarding the financial report, Director Piersol moved to pay January general fund expenses in the amount of $780,977.05. Director Hawman seconded this. Motion passed.

***Communications:***

Volunteer Association: Director Marcum reported that the awards banquet is scheduled for March 30 in the Hermiston High School commons. Director Whelan reported that the POC academy finished on February 11. There is a hazardous materials class scheduled for the weekend of February 17. Task performances is scheduled for April 27. Rich still needs to schedule graduation.

***Chief’s Report:***

See attached report. The district responded to 492 calls during January. Chief noted that there has been a 3-month decrease in calls from previous years. There will be 14 candidates testing for the upcoming FF/EMT & paramedic test. The plan is to hire 3. Chief is working on a trade with Medford Fire for some auto pulses for the tiller that we are looking to surplus. Chief talked about a Federal OSHA requirement that is being pursued to require fire fighters to have a NFPA 1582 physical examination after 15 exposures. These physicals cost approximately $700.00 for each examination. If passed, Oregon OSHA would adopt the requirement.

***Old Business:***

Capital Improvements

And Purchases:

Station work: The open house is scheduled for March 15 at Station 24. A kitchen table has been ordered and the ice maker needs to be installed. Minor things like hanging pictures on walls still left to complete before the open house. Station 22 punch list was created on February 12. He hopes to be able to close out the seismic grant for Station 22 in the coming weeks. Still waiting on permits for Station 23 but some things can be started before the permit is received like demolition. Both Corey and Nate will have to move to Station 22 before work at Station 23 begins. Maybe by March demolition will begin. The plan is to start the asbestos abatement by April at the downtown station with the remaining work to begin by July 1. Work will probably start on the police side first. Umatilla Electric purchased the old telephone building on 10th & Elm and has offered to let us keep vehicles there if needed. We should know by March if we receive any capital construction money.

Apparatus status: The ladder truck is here but still needs signage to be completed. It will take about a month to get everyone trained. The only apparatus on order is an ambulance. It is supposed to be delivered this summer.

Grants – SAFER, AFG, et

al The AFG grant has about 4 weeks left. A new interface engine is what has been requested.

Letter of Support: Chief presented a letter of support that he has worked very hard on. See attached.

***New Business:***

Audit Report: Covered earlier in meeting.

Billing for MVA’s and

Vehicle fires: Chief has been working on an ordinance to begin billing on MVA’s or car fires. WE would not bill tax payers within our district, just bill their insurance. It is in draft form and should be ready to approval soon.

Letter to County Dispatch: Chief Stanton presented a final of the letter addressed to Sheriff Terry Rowan. Chief wants this to be a letter from the board and thus wants this to express the board’s feelings. The board’s consensus was the letter should be addressed to Sheriff Rowan. The board is happy with the letter that was presented and is ready to send it to Sheriff Rowan.

Declare old MCI trailer

surplus: The mass casualty incident trailer has been used once in the time that the district has had it. It needs some work done to it, but Chief has been encouraged by his staff to have it surplused. Director Piersol moved to have the MCI trailer surplused. This was seconded by Director Marcum. Motion passed.

Budget Committee

Member Replacement: Tom Martin passed away so an alternate budget committee member needs to be appointed. Two budget committee members’ terms expired last year, Cindy Meyers and Monte Ellis. Chief has talked with Monte Ellis, and he is willing to serve again. If Cindy agrees to serve an additional 3-year term, the board would like her to remain on the committee. Director Hawman moved to appoint Monte Ellis and Cindy Meyer for an additional 3-year term on the budget committee. This was seconded by Director Piersol. Motion passed. Director Sherman suggested Glenn Silaski the manager at Rogers Toyota as an option for someone to serve on the committee. Chief Stanton will talk to Bruce Jones and Glenn Silaski about serving on the budget committee.

Board open meeting

laws training

requirements: As soon as Chief Stanton hears the specifics about how long the training is he will set it up with a dinner before a board meeting.

Awards banquet and

Board award: Director Sherman mentioned that at past awards banquets, the board has awarded a deserving civilian this award. This is not something the board is required to do, but if anyone has someone in mind that they feel should be recognized, please bring it to the board’s attention.

Lease agreement for

CPP vehicle: Chief has a lease agreement and a resolution that needs to be approved and signed. Chief Stanton read the resolution. Director Marcum moved to adopt the certified resolution to lease the vehicle for $23,900.00 for the term of 36 months or 36,000 miles through Rogers Toyota. This was seconded by Director Whelan. A roll call vote resulted in 5 yeas 0 nays. Resolution adopted.

**Board Member Comments:**

Director Sherman reported that Terry Cummings suffered a stroke but is doing much better.

**Adjournment:**

There being no further business before the board, the meeting was adjourned at 2034.