

MINUTES
JEFFERSON RURAL FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS' BOARD MEETING, BUDGET HEARING AND
EXECUTIVE SESSION

Date: June 21, 2022

Jefferson Fire Station - Jefferson, OR

CALL TO ORDER: The meeting was called to order at 6:00 p.m. by Board-President Jones.

FLAG SALUTE: Board-President Jones led the Pledge of Allegiance.

ATTENDANCE: Director Jones, Director Gonzalez, Director McKibben, Director Carter, Director Linhart, Fire Chief Hendricks, Tammy Robbins Administrative Assistant, (Absent: Division Chief Louis) Visitors: None

REVISIONS TO AGENDA: Under New Business, number 5 should be c) also, number 18 should be deleted and moved to New Business a).

APPROVAL OF MINUTES – May 17, 2022 Board Meeting & May 17, 2022 Budget Meeting

MINUTES: Motion made by Director McKibben, seconded by Director Gonzalez, to approve the minutes as listed above. All in favor. Motion passed.

FINANCIAL ASSETS as of May 31, 2022

▪ Check Register Balance	\$ 134,319.72
▪ Local Government Inv. Pool	\$ 695,667.92
▪ Petty Cash	\$ 150.00
▪ Community Service Account	\$ 2,755.94
▪ Total	\$ 832,893.58

RESEARCH GROUP REPORTS

FINANCE: (Director McKibben and Director Gonzalez) – None

BUILDING & EQUIPMENT: (Director Jones and Director Carter) – None

POLICY: (Director Gonzalez and Linhart) – None

Staff: See Chief's Report in the Board Packet.

CITY LIAISON: Absent

VISITOR COMMENT: None

OPEN BUDGET HEARING: 6:03 p.m.

Chief stated there is a revision under Resources Line item 4200 (grant): adding \$34,236 due to just finding out we were awarded the OFSM grant for summertime help. The personnel section we will be adding \$22,236 to Line item 5070 Other FF and \$12,00 to Line item 5095 Part-time FF/paramedic. This is to compensate for any overtime due to conflagration and/or wildland fires.

CLOSE BUDGET HEARING: 6:04 p.m.

There was a motion made by Director McKibben to accept the changes and approve the 2022-2023 budget seconded by Director Gonzalez. All in Favor. Motion passed.

NEW BUSINESS:

- a) Chief Hendricks read the entire Resolution 2022-01. Director McKibben made a motion to accept Resolution 2022-001 as read. Director Gonzalez seconded the motion. All in favor. Motion passed.
- b) Grant updates
 - 1 Chief stated that applied for 50/50 grant with SDAO. It's a \$3,000 match. We were awarded the grant which allowed us to hire one of our out-of-district volunteers to update all our MSDA sheets and Hazard Communications policy. He can work up to 300 hours total.
 - 2 OSFM upstaffing grant – On Thursday Louis, Levi and Chief completed the application for the Wildland Seasonal Staffing grant. On Monday we were approved. We can hire four people to help cover weekends and through the summer months due to shortages from conflagration or wildland fires.
 - 3 VFA – This is a grant with the Oregon Department of Forestry. This is a 50/50 match that we were granted to be used for wildland gear, forestry hose, and wildland training.
 - 4 HMGP – We applied for this in January. This grant is through Marion County Emergency Management. If we are awarded this grant our cost would be \$65,000. Chief's recommendation and intent is to take the money out of Equipment Reserve if we are awarded the grant. This grant would cover the cost of a generator to run all of Station 600 in the case an emergency. The cost of the generator is \$300,000. We have an 80% chance it will be funded.
 - 5 The seismic upgrade grant we applied for we should be notified sometime and the end of Summer whether we receive it or not.
- c. Adopt Rate & Fee Schedule, Exhibit A (in the Board packet). Chief reviewed the proposed rates to raise due to input we have received from EF Recovery who does our billing process. Insurance companies only bill for half, and cost of living increases. Director McKibben made a motion to adopt the new rate and fee schedule, seconded by Director Gonzalez. All in Favor. Motion passed.

Chief also commented that at some point we may want to pursue a fee for lift assist. We would have to hold a public hearing as part of that process. We have been notified that Veteran's insurance will help pay part of lift assist charges.

ALARMS: See Board Reports

GOOD OF THE ORDER/DIRECTOR'S COMMENTS – There was a question regarding the towing bill. This was for the extrication class for academy.

ACCOUNTS PAYABLE: TOTAL ACCOUNTS PAYABLE & PAYROLL- The Accounts Payable and Projected Payroll for the month of May 2022: \$111,902.27; General Fund Payable-\$37,769.84, Payroll-\$74,132.43 Grant Fund Payable-\$0, Payroll-\$0, Equipment Reserve Fund-\$0

The Board reviewed the accounts payable. Motion by Director Gonzalez seconded by Director McKibben to pay the bills. All in favor. Motion carried.

Director Jones opened the Executive Session at 6:24 p.m. based on ORS 192.660 (1) (a) employment of a public office, employee, staff member or individual agent.

Director Jones closed the Executive Session at 6:49 p.m. and commented there were no votes or decisions made.

Director McKibben made a motion to go back out and start the hiring process over and to follow the Chiefs recommendations and to start this process at the next board meeting in August seconded by Director Gonzalez. All in favor. Motion passed.

Director Linhart will notify George Dunkel with Special Districts that everything is on hold until August.

Chief also commented that references should be checked as soon as they apply.

With no further business to be brought before the Board of Directors, it was moved by Director Gonzalez seconded by Director McKibben to adjourn the meeting. All in favor. Motion carried. The meeting was adjourned at 6:57 p.m.


Board President


Administrative Assistant

July 19, 2022 Date