

**Board of Directors
Minutes**

Regular Meeting

June 19, 2012

Pursuant to the proper public notice, a regular meeting of the Board of Directors of Klamath County Fire District No. 1 was held at the Central Fire Station, 143N Broad Street, Klamath Falls, OR 97601

Members Present: Gloria Storey, President
Rod Green, Secretary-Treasurer
Mike Jones, Director Bill

Members Absent: Bill Gourley, Vice President
Tom Ludlow, Director

1. Call Meeting to Order

President Storey called the meeting to order at 7:00pm.

2. Pledge of Allegiance

President Storey led the Board and attendees in the Pledge of Allegiance.

3. Approval of the Agenda

Secretary-Treasurer Green made a motion to approve agenda, seconded by Director Jones, carried unanimously.

4. Public Hearings

a. Approved Budget for Fiscal Year for 2012-2013

Phil Hull reviewed the budget as adopted by the Budget Committee. There were no comments from the Board or the public.

5. Public Comment

There were no public comments.

6. Informational Report – Anders Bisgard, Iberdrola

Anders Bisgard from Iberdrola Renewables discussed the bio-mass plant that will potentially be constructed near the Co-Gen facility. Because this property is not in a fire district, Iberdrola is required to have a Memo of Understanding (MOU) with a Fire District to provide fire service. He presented the Board with a draft MOU. He also reviewed the proposed fee schedule for the next 20 years. The Board had a few questions that Mr. Bisgard was able to answer.

7. Financial Reports

a. May 2012 Report

Phil Hull presented the May Financial Report. He reported that, at 92% of the way through the Fiscal Year, Revenue is at 87.5% and Expenditures are at 87.8%. President Storey asked about the Fire Protection Contracts line item. Attorney Hedlund reported that this line item is the Co-Gen Contract, which has not been processed yet this year. Phil proceeded through the financial report, answering the Board's questions. Director Jones made a motion to accept the May 2012 Financial Report, seconded by Secretary-Treasurer Green, carried unanimously.

8. Action Items

At this time, the Board is now acting as Contract Review Board and will take up the matters of:

a. Authorize Chief Wenzel to sign a contract with Diversified Contractors Inc for the ARRA Fire Station 3 Construction Grant

Chief Wenzel gave a brief explanation of the contract. President Storey had several questions on the contract. Attorney Hedlund indicated that he has not reviewed this contract recently. Secretary-Treasurer Green made a motion to authorize Chief Wenzel to sign a contract that has been approved by Legal Counsel with Diversified Contractors for the Station 3 Construction Grant, seconded by Director Jones, carried unanimously.

At this time, the Board is no longer acting as the Contract Review Board and the next item on the agenda is:

b. Resolution 12-02 – Adopting Fiscal Year 2012-2013 budget, appropriating expenditures, imposing and categorizing the tax

Director Jones made a motion to read by title only, seconded by Secretary-Treasurer Green, carried unanimously. Stacy Brainard read the Resolution by title only. This is a resolution Adopting the Budget: Be it resolved that the Board of Directors of the Klamath County Fire District No. 1, a rural fire protection district, hereby adopts the budget for fiscal year 2012-2013 in the total of \$13,097,461 now on file at the administrative office of Klamath County Fire District No. 1. Making Appropriations: Be it resolved that the amounts for the fiscal year beginning July 1, 2012, and for the purposes shown below are hereby appropriated. General Fund, Personal Services \$7,799,590; General Fund, Materials & Services \$1,133,344; General Fund, Capital Outlay \$243,000; General Fund Transfers \$150,000; General Fund, Contingency \$612; ARRA Capital Project Fund, Capital Outlay \$3,453,000; Leave Request Fund, Personal Services \$167,915; Debt Service Fund, Debt Service \$141,340; OEM Seismic Capital Project Fund, Capital Outlay \$0; FF Emergency Benefit Fund, Personal Services \$0. Imposing the Tax: Be it resolved that the Board of Directors of Klamath County Fire District No. 1 hereby imposes the taxes provided for in the adopted budget at the rate of \$2.8822 per \$1,000 of assessed value for operations and that these taxes are hereby imposed and categorized for the tax year 2012-2013 upon the assessed value of all taxable property within the district. Categorizing the Tax: General Government Limitation, General Fund \$2.8822/\$1,000. Director Jones made a motion to adopt Resolution 12-02, seconded by Secretary-Treasurer Green, carried unanimously.

c. Resolution 12-03 – Authorizing loan for up to 120 days for normal district operation costs until property taxes are received

Secretary-Treasurer Green made a motion to read by title only, seconded by Director Jones, carried unanimously. Stacy Brainard read the Resolution by title only. This is a resolution authorizing the Fire Chief to enter into Indebtedness on behalf of Klamath County Fire District No. 1 in an aggregate principal amount not to exceed one million seven hundred and fifty thousand dollars (\$1,750,000.00) with a maximum term of one hundred twenty (120) days. The purpose of the Indebtedness would be to finance the costs of normal operating expenses for the period of August 01, 2012 to November 15, 2012. The Indebtedness would be repaid from normal property tax revenue received by Klamath County Fire District No. 1 from the Klamath County Treasurer during November of 2012. This resolution also provides provisions of who may sign documents and authorize transfer of funds from the Indebtedness to Klamath County Fire District No. 1 bank accounts. After discussion, it was determined that the Resolution should be amended to allow for the indebtedness to begin in July, which would change the maximum term to 151 days. Director Jones made a motion to adopt Resolution 12-03 as amended, seconded by Secretary-Treasurer Green, carried unanimously.

d. Resolution 12-04 – Establishing Ambulance Rates for Fiscal Year 2012-2013

Secretary-Treasurer Green made a motion to read by title only, seconded by Director Jones, carried unanimously. Stacy Brainard read the Resolution by title only. This is a resolution to establish ambulance rates for the remainder of Fiscal Year 2012-2013. Chief Keady reported that some of the rates were increased by \$50.00. Director Jones made a motion to adopt Resolution 12-04, seconded by Secretary-Treasurer Green, carried unanimously.

e. Resolution 12-05 – Establishing FireMed Rates for Fiscal Year 2012-2013

Secretary-Treasurer Green made a motion to read by title only, seconded by Director Jones, carried unanimously. Stacy Brainard read the Resolution by title only. This is a resolution authorizing the membership rates for the Klamath County Fire District No. 1 FireMed Ground Ambulance Membership Program for Fiscal Year 2012-2013. Secretary-Treasurer Green made a motion to adopt Resolution 12-05, seconded by Director Jones, carried unanimously.

f. Approval of the February 21st Regular Meeting Minutes

These minutes were tabled due to lack of a quorum from the February 21st meeting.

g. Approval of the May 15th Regular Meeting Minutes

These minutes were tabled due to lack of a quorum from the May 15th meeting.

h. Approval of the June 5th Special Meeting Minutes

Secretary-Treasurer Green made a motion to approve the minutes, seconded by Director Jones, carried unanimously.

i. Ratification of the May 2012 Bills

Secretary-Treasurer Green made a motion to ratify the May 2012 bills, seconded by Director Jones, carried unanimously.

9. Informational Reports

Administration

a. Update on the A.R.R.A. Fire Station Construction Grant

The Board reviewed the report that Jim Kenworthy submitted.

b. May Web Site Statistics

The Board was presented with the web site statistics for the month of May.

c. Thank You Letter(s) Received

There were three thank you letters received over the past month.

d. June Fire Chief's Community Activity Memo

Chief Wenzel reviewed his monthly activity memo.

e. Other reports of the Fire Chief

There were no other reports.

Operations

a. Incident Activity through May 31, 2012

Chief Spradley reviewed the Incident Activity report through the end of May. Call volume continues to increase.

b. June Operations Chief Community Activity Memo

The Board reviewed Chief Spradley’s activity for the past month. Chief Spradley pointed out a few items of interest to the Board.

Training/Ambulance

a. June Training Calendar

The Board reviewed the training calendar for the month of June. Chief Keady highlighted the Rescue class that took place over the first nine days of the month.

b. May 2012 Training Statistics

Chief Keady presented the May training statistics.

c. June Training Chief Community Activity Memo

Chief Keady reviewed his monthly activity memo.

d. May 2012 EMS Billing Reports

Chief Keady indicated that this month’s report was Terri’s first time creating the report by herself. The Board asked to see the May report again, along with the June report, at the next meeting.

Prevention

a. June Fire Marshal Community Activity Memo

Chief Rice presented his monthly activity report. He reported in-depth on a few of the items, including several fire investigations he participated in over the past month.

10. Adjourn

The Board adjourned to Executive Session at 8:05 pm.

11. Executive Session: *Under section 192.660 (2) (d) to conduct deliberations with the persons designated by the governing body to carry on labor negotiation, 192.660 (2) (e) to deliberate with persons designated by the governing body to negotiate real property transactions and 192.660 (2) (g) to discuss preliminary negotiations involving matters of trade or commerce.*

The Board of Directors will not reconvene to regular session.

The next regularly scheduled meeting of the Klamath County Fire District No. 1 Board of Directors will be at the Central Fire Station, 143 N. Broad Street, Klamath Falls, OR 97601 on Tuesday, July 17, 2012 at 7:00 PM.

BOARD MEMBERS SIGNATURES

PRESIDENT

VICE-PRESIDENT

SECRETARY / TREASURER

DIRECTOR

DIRECTOR