

**Board of Directors
Minutes**

Regular Meeting

August 21, 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, 143 N Broad Street, Klamath Falls, OR 97601.

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

Members Absent: Tom Ludlow, Director

1. Call Meeting to Order

President Storey called the meeting to order at 7:02pm.

2. Pledge of Allegiance

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

3. Approval of the Agenda

Vice President Gourley made a motion to approve agenda, seconded by Director Jones, carried unanimously.

4. Public Comment

There were no public comments.

5. Financial Reports

a. June 2012 Report

Phil Hull presented the June 2012 Financial Report. Although there was no Board meeting in July, the Board did receive this report in July. The Board did not have any questions regarding the June report. Vice President Gourley made a motion to accept the June 2012 Financial Report, seconded by Director Jones, carried unanimously.

b. July 2012 Report

Phil Hull presented the July 2012 Financial Report. He reported that we are currently 8% of the way through the Fiscal Year. Revenue is at 2.1% and Expenditures are right at 8%. President Storey asked why Operations overtime was at 41%. Chief Wenzel commented that this would be discussed during Executive Session. President Storey also asked why Prevention Salaries and Wages are over budget. Phil replied that Project Manager Kenworthy's salary comes out of this line item; but this will only be for the first half of the fiscal year. Phil continued through the report. Total Operations Expenditures are at 8.4%, Preventions is at 8.6%, Administration is at 6.3%, Training is at 1.7%, and Hazardous Materials is at 7.4%. Vice President Gourley made a motion to accept the July 2012 Financial Report, seconded by Director Jones, carried unanimously.

6. 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 approve the Water Tender Contract

Chief Keady presented the Board with a request to accept the Pumper/Tender contract with Pierce Manufacturing. Pierce submitted a proposal per the guidelines of the Fire District's Request for Proposal. This contract would be for no more than \$215,000; of which \$43,000 would be paid for by the

Fire District and \$172,000 would be paid for by FEMA under the Vehicle Acquisition program. Vice President Gourley made a motion to authorize Chief Wenzel to sign the Pumper/Tender contract with Pierce Manufacturing, 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. Election of Board of Directors Officers

President Storey opened the floor for nominations. President Storey made a motion to retain the existing officers, seconded by Vice President Gourley, carried unanimously.

c. Resolution 12-06 – Authorizing Distributions from the Klamath County TIP

Vice President Gourley made a motion to read Resolution 12-06 by title only, seconded by Secretary-Treasurer Green, carried unanimously. Stacy Brainard read the Resolution title. This is a Resolution authorizing distributions the Klamath County Treasurer's Investment Pool. Vice President Gourley made a motion to accept Resolution 12-06, seconded by Secretary-Treasurer Green, carried unanimously.

d. Approval to Extend Participation in the Urban Renewal District

Chief Wenzel report that the Fire District is not required to offer an opinion to the City of Klamath Falls regarding renewal of the Urban Renewal District. However, the Fire District is allowed to give their opinion. Chief Wenzel recommended that the Board of Directors send a letter to the City of Klamath Falls stating that the Fire District is not in favor of renewing the Urban Renewal District. Vice President Gourley made a motion for Attorney Hedlund to draft a letter, seconded by Secretary-Treasurer Green, carried unanimously.

e. Approval to close out Sterling Savings account

President Storey reported that she met with Phil Hull last month and reviewed the two bank accounts that we don't use. In order to close these accounts out and transfer the funds, the board must make a motion to authorize this. Vice President Gourley made a motion to close out the Sterling Savings account, seconded by Secretary-Treasurer Green, carried unanimously.

f. Approval to close out the Premier West account

Vice President Gourley made a motion to close out the Premier West account, seconded by Director Jones, carried unanimously.

g. Approval of the February 21st Regular Meeting Minutes

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

h. Approval of the May 15th Regular Meeting Minutes

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

i. Approval of the June 19th Regular Meeting Minutes

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

j. Approval of the August 10th Special Meeting Minutes

Vice President Gourley made a motion to approve the minutes, seconded by Secretary-Treasurer Green, carried unanimously.

k. Ratification of the June 2012 Bills

Vice President Gourley made a motion to ratify the June 2012 bills, seconded by Director Jones, carried unanimously.

l. Ratification of the July 2012 Bills

Vice President Gourley made a motion to ratify the July 2012 bills, seconded by Director Jones, carried unanimously.

m. Approval to move the September Board meeting from the 18th to the 25th

President Storey commented that there was no longer a conflict with the original meeting date. There was no action on this item.

President Storey brought up the idea of changing the utilities at the Wocus Road Station to be in the Sheriff's name. Chief Wenzel reported that this would be discussed during the real property transactions in Executive Session.

7. Informational Reports

Administration

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

Chief Wenzel reviewed Project Manager Kenworthy's update. He reported that the Station 3 crews have been moved into the temporary station. All of the asbestos from the station and the church has been removed. Demolition is scheduled to begin on August 22nd and will take approximately four days.

b. June/July Web Site Statistics

The Board reviewed the last two months web site statistics.

c. Thank You Letter(s) Received

There were several thank you letters received.

d. July/August Fire Chief's Community Activity Memo

Chief Wenzel gave a report on Oregon/Washington Fire Chief's joint conference.

f. Other reports of the Fire Chief

Chief Wenzel had no other reports.

Operations

a. Incident Activity through June 30, 2012

The Board reviewed the Incident Activity report through June 30, 2012.

b. Incident Activity through July 31, 2012

The Board reviewed the Incident Activity report through July 31, 2012.

c. July/August Operations Chief Community Activity Memo

Chief Spradley was not present at the meeting. The Board did not have any questions on his report.

Training/Ambulance

a. July/August Training Calendar

President Storey asked about a couple of the items on the training calendar. Chief Keady was able to clarify these classes.

b. June/July 2012 Training Statistics

The Board asked about Projected Hours vs. Actual Hours. Chief Keady explained where these numbers come from.

c. July/August Training Chief Community Activity Memo

Chief Keady presented his community activity memo. The Board did not have any questions.

d. June/July 2012 EMS Billing Reports

The Board reviewed the June and July EMS Billing Reports. In addition, President Storey had other reports that Ambulance Billing Specialist Terri Dalton had given her. The Board asked to see these additional reports every month.

Prevention

a. July/August Fire Marshal Community Activity Memo

Chief Rice presented his monthly activity memo. He reported on several items. In addition, President Storey asked if the Fire District was notified when a new hydrant was put in service. Chief Rice indicated that the Fire District is made aware of new hydrants and they are added to the annual maintenance schedule.

8. Adjourn

The Board adjourned to Executive Session at 7:46pm.

- 9. 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, September 18, 2012 at 7:00 PM.

BOARD MEMBERS SIGNATURES

PRESIDENT

VICE-PRESIDENT

SECRETARY / TREASURER

DIRECTOR

DIRECTOR