

**Board of Directors
Minutes**

Regular Meeting

November 20, 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
Mike Jones, Director

Members Absent: Rod Green, Secretary-Treasurer
Tom Ludlow, Director

1. Call Meeting to Order

President Storey called the meeting to order at 7:03pm.

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 the agenda, seconded by Director Jones, carried unanimously.

4. Public Comment

There were no public comments.

5. Financial Reports

a. Audit Report for the 2011-2012 Fiscal Year – Robert Moody, TKW

Robert Moody with TKW presented the 2011-2012 Fiscal Year Audit. This was their first year performing the Fire District's audit. He presented the Board with the required communications. He assured the Board that if there had been any problems with the audit, they would have been made aware of them at the time they were discovered. He commented that some changes will occur in the financial reports based on some new regulations coming up in the next year. He proceeded through the financial statements. He recommended that the Fire District engage an actuary to determine the liability of post-employment benefits. He continued in detail through the financials. He explained what made up some of the numbers. He finished with a list of items that they determined the Fire District should take a closer look at. Robert commented that the staff at the Fire District was great to work with, and TKW would like to submit a proposal for conducting future audits with the Fire District. The Board did not have any questions of Robert. Vice President Gourley made a motion to accept the 2011-2012 Fiscal Year Audit, seconded by Director Jones, carried unanimously.

b. October 2012 Report

Phil Hull presented the October 2012 Financial Report. He commented that we are 34% of the way through the Fiscal Year. The Fire District has received 10% of the projected Revenue, and is at 33.4% of the budgeted Expenditures. President Storey asked what the \$1,400 Fire Revenue was from. Phil

commented that this revenue was from billings for two separate railroad fires. He then continued through the report. Operations is at 34.9%, Prevention is at 39.5%, Administration is at 28.7%, Training is at 13.3%, and Hazardous Materials is at 22.2%. President Storey commented that she met with Jim Kenworthy, the Project Manager for the Station 3 Construction Project. Jim reported that getting funds from FEMA for the project has been superb. Vice President Gourley made a motion to accept the October 2012 Financial Report, seconded by Director Jones, carried unanimously.

6. Action Items

a. Approval of the Technical Service Support Agreement with Physio Control

Chief Keady withdrew this item from the agenda. It is his recommendation was not renew the Technical Service Support Agreement with Physio Control.

b. Approval of the October 16th Regular Meeting Minutes

Tabled due to lack of a quorum from the October 16th meeting.

c. Ratification of the October 2012 Bills

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

7. Informational Reports

Administration

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

Chief Wenzel reported that the sidewalks have been completed. Some of the exterior work is being completed. The internal framing is in. The estimated move-in is early February 2013. The contractors are working extended hours and weekends. President Storey did comment that the contract between the Fire District and Jim Kenworthy is up in December. This will need to be renegotiated due to the project going into next year.

b. October Web Site Statistics

The Board reviewed the October web site statistics.

c. Thank You Letter(s) Received

Several letters were received over the last month.

d. November Fire Chief's Community Activity Memo

Chief Wenzel presented his monthly activity memo. He commented on several items on his report.

e. Other reports of the Fire Chief

Chief Wenzel reported that he received a letter from Renee Ferguson resigning from the Budget Committee. The Fire District will advertise for this open position.

Operations

a. Incident Activity through October 31, 2012

Chief Spradley reviewed the Incident Activity through October 31st. He commented that the Fire District is on track to have the highest run volume this year. He also reported that last month, the crews responded to three structure fires.

b. November Operations Chief Community Activity Memo

Chief Spradley presented his monthly activity memo. He commented on several items on his report.

Training/Ambulance

a. November Training Calendar

The Board reviewed the November Training Calendar.

b. October 2012 Training Statistics

Chief Keady gave the October 2012 Training Statistics. He commented that the November data will be much higher with the rope rescue classes being held in November.

c. November Training Chief Community Activity Memo

Chief Keady presented his monthly report. He was able to answer several questions from President Storey.

d. October 2012 EMS Billing Reports

Chief Keady thoroughly reviewed the October Billing Reports with the Board.

Prevention

a. November Fire Marshal Community Activity Memo

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

8. Adjourn

The Board adjourned to Executive Session at 8:02pm.

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 did 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, December 18, 2012 at 7:00 PM.

BOARD MEMBERS SIGNATURES

PRESIDENT

VICE-PRESIDENT

SECRETARY / TREASURER

DIRECTOR

DIRECTOR