

**Board of Directors
Minutes**

Regular Meeting

March 19, 2013

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
Tom Ludlow, Director

Members Absent: Mike Jones, Director

1. Call Meeting to Order

President Storey called the meeting to order at 7:05pm.

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 the agenda, seconded by Vice President Gourley, carried unanimously.

4. Public Comment

There were no public comments.

5. Executive Session

The Board of Directors adjourned to Executive Session at 7:06pm under section 192.660 (2) (b)... to hear complaints or charge brought against a public officer, employee, or staff member or individual agent who does not require an open hearing, section 192.660 (2) (f) to consider information or records that are exempt by law from public inspection, and section 192.660 (2) (h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

The Board of Directors reconvened to Regular Session at 8:00pm.

6. Financial Reports

a. February 2013 Report

Phil Hull presented the February Financial Report. He reported that Revenue is at 84.9% and Expenditures are at 73.1%, at 67% of the way through the Fiscal Year. He continued through the detailed reports. Operations is at 73.5% expended, Prevention is at 69.4%, Administration is at 70.2%, Training is at 38.9%, and Hazardous Materials is at 63.5%. Phil was able to answer President Storey's questions. Vice President Gourley made a motion to approve February 2013 Financial Report, seconded by Secretary-Treasurer Green, carried unanimously.

7. Action Items

a. Appointment of Budget Committee Member

President Storey reported that one application was received. She would like to have this person attend the April Board meeting for a brief interview. Director Ludlow asked if the Board could request the Budget Committee do a five-year plan in addition to their one-year budget. President Storey indicated that Staff should be doing this under the Strategic Plan. Phil replied that this could be done, but it would

be estimates, as some of the percentages change on an annual basis and he can't predict those. Director Ludlow requested that a five-year projected budget be presented this year.

b. Approval of the February 26th Regular Meeting Minutes

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

c. Ratification of the February 2013 Bills

President Storey asked Phil about room charges on Chief Wenzel's credit card. Phil indicated that Chief Wenzel had paid back some of these charges. She also pointed out the power bills for the month of January. Vice President Gourley made a motion to ratify the February bills, seconded by Secretary-Treasurer Green, carried unanimously.

8. Informational Reports

Administration

a. Final report on the A.R.R.A. Fire Station Construction Grant

Project Manager Kenworthy gave his final report on the A.R.R.A Fire Station Construction Grant. He reviewed his written report with the Board and indicated that the grant close out is scheduled for April 12th. President Storey and Chief Wenzel presented Jim with his retirement plaque from the Fire District.

b. February Web Site Statistics

The Board reviewed the February Web Site Statistics.

c. Thank You Letter(s) Received

There was one thank you letter received in the last month.

d. Fire Chief's Community Activity Memo

Chief Wenzel presented his monthly report. Chief Wenzel commented that the property swap with the County is moving along. He reported that the County has been in contact with the railroad due to regulation requirements. Chief Wenzel said the County will address this topic at their regular meeting on May 14th. The Sheriff will be working on having the surveying done for the property lines. President Storey, Vice President Gourley, and Secretary-Treasurer Green said they would go to the May 14th Commissioner's meeting. Chief Wenzel also gave a report on the status of the Urban Renewal District.

e. Other reports of the Fire Chief

Chief Wenzel had no other reports.

Operations

a. Incident Activity through February 28, 2013

The Board reviewed the Incident Activity report through the first two months of the year.

b. Operations Chief Community Activity Memo

Chief Spradley presented his monthly activity report. He has been working on the close-out items for Station 3 and the temporary location on Broadmore. In addition, the Captain's promotional examination is coming up over the next couple of weeks. He reported that Captain Vic Terry retired on February 28th, with 35 years of service. Chief Spradley also commended the Seattle Stairclimb team of Kyle Schultz, Kevin Comstock, Jason Kamperman, Drew DeChenne, Chris Harper, Nick Randall, and Scott Brainard.

Training/Ambulance

a. March Training Calendar

The Board reviewed the March Training Calendar.

b. February Training Statistics

There were over 818 hours of training done in the month of February.

c. Training Chief Community Activity Memo

Chief Keady presented his monthly activity report. Additionally, he reported that he has been in communication with the CoGen regarding a two-year contract.

d. February EMS Billing Reports

Chief Keady reported that Medicare is processing the outstanding billings. Phil Hull reported that the Fire District received a payment of \$153,000 today from Medicare. Chief Keady also included an aging report, as requested by the Board at the February meeting.

Prevention

a. Fire Marshal Community Activity Memo

Chief Rice reviewed his monthly report. He indicated that he is working with Kim Probst to create a self-inspection for business.

9. Adjourn

The Board adjourned to Executive Session at 8:55pm.

10. 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, 192.660 (2) (g) to discuss preliminary negotiations involving matters of trade or commerce, and section 192.660 (2) (h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.*

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, April 16, 2013 at 7:00 PM.

BOARD MEMBERS SIGNATURES

PRESIDENT

VICE-PRESIDENT

SECRETARY / TREASURER

DIRECTOR

DIRECTOR