

**Board of Directors
Minutes**

Regular Meeting

July 16, 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
Tom Ludlow, Secretary-Treasurer
Dennis Thomas, Director
Mike Jones, Director

Members Absent: None

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

President Storey added “Appointment of a Director to the Foundation” under New Business, and “CoGen Contract” and the “Wocus Station” under Old Business. Vice President Gourley made a motion to approve the amended agenda, seconded by Director Ludlow, carried unanimously.

4. Public Comment

There were no public comments.

5. Swearing In of Newly Elected Board of Directors

Elected Director Dennis Thomas was administered the Oath of Office by Stacy Brainard, Notary Public of Oregon.

a. Election of Board of Director Officers

Bill Gourley nominated Gloria Storey for President, seconded by Tom Ludlow, carried unanimously. Gloria Storey nominated Bill Gourley for Vice President and Tom Ludlow for Secretary-Treasurer, seconded by Mike Jones, carried unanimously.

6. Guest Speaker – Jim Bellet, County Commissioner

Jim Bellet from the Klamath County Commissioners came to speak with the Board of Directors regarding the property swap between the Fire District and Klamath County. He reported that the Commissioners have discovered that the County has a lot of property around the county that they were not aware of. The County is currently in the process of developing a policy as to what to do with this property. This also includes hiring a property manager for the County. Commissioner Bellet indicated that the County is not interested in acquiring any more property. He would like to work with the Fire District to work out some kind of a lease agreement on the Wocus Road Station to allow them to

continue to house the dive rescue equipment there. President Storey asked if the County was going to pay back the Fire District for the expenses of having the properties assessed. Commissioner Bellet encouraged the Board to submit an itemized bill and the Commissioners will discuss it. He indicated that the property swap is not completely off the table, the County just needs to get their policy in place.

7. Approval of Minutes

a. June 18th Regular Meeting Minutes

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

b. June 27th Special Meeting Minutes

These minutes were tabled due to lack of quorum from this meeting.

8. Ratification of Bills

a. Ratification of the June 2013 Bills

Vice President Gourley made a motion to ratify the June 2013 bills, seconded by Secretary-Treasurer Ludlow, carried unanimously.

9. Financial Reports

a. June 2013 Report

Phil Hull was not present at the meeting so Chief Wenzel presented the Financial Report for June. President Storey asked about the timeframe for the audit. Chief Wenzel reported that Phil is currently working with the auditor to conduct some pre-audit reports. President Storey asked about how overtime was tracking so far this fiscal year. Chief Spradley reported that it's still early, but the numbers are significantly lower than this time last year. Chief Wenzel continued through the report. Secretary-Treasurer Ludlow asked how the District planned to make up for the shortfall at the beginning of this fiscal year. Chief Wenzel reported that staff will be meeting to discuss ways for making up for this. President Storey asked for this item to be placed under New Business for the August meeting so the Board can be brought up to speed. Vice President Gourley made a motion to accept the June 2013 Financial Report, seconded by Secretary-Treasurer Ludlow, carried unanimously.

10. Old Business

a. CoGen Contract

Chief Keady reported that the CoGen contract has been signed and the CoGen has been invoiced for the two years.

b. Wocus Station

Chief Wenzel and Attorney Hedlund will move forward with drafting a lease agreement with the County for the Wocus Road Station. Based on the appraisal of the property, the suggested lease price will be \$1,000 per month, plus utilities. President Storey indicated she would like this lease agreement in place August 1st. Vice President Gourley made a motion to move forward with this, seconded by Secretary-Treasurer Ludlow, carried unanimously. In addition, President Storey directed Chief Wenzel to send the County a bill for any expenses the District paid for regarding the County's property on Anderson.

11. New Business

a. Appointment of a Foundation Board of Trustee

President Storey asked if a member of the Board of Directors would like to serve on the open two-year term on the Klamath County Fire District No. 1 Foundation Board of Trustees. Secretary-Treasurer Ludlow made a motion to appoint President Storey to this position, seconded by Vice President Gourley, carried unanimously.

12. Informational Reports

Administration

a. June Web Site Statistics

The Board reviewed the web site report for last month.

b. Thank You Letter(s) Received

There were no letters received over the last month.

c. Fire Chief's Community Activity Memo

Chief Wenzel reported on his monthly activities. President Storey asked if he was paying for the travel to Chicago in the month of August. Chief Wenzel indicated that he was.

d. Other reports of the Fire Chief

Chief Wenzel had no other reports.

Operations

a. Incident Activity through June 30, 2013

Chief Spradley presented the monthly incident report. He explained the report with more detail for Director Thomas. He indicated that call volume is down from this time last year.

b. Operations Chief Community Activity Memo

The Board reviewed Chief Spradley's monthly activity report. He pointed out the structure fire on Old Midland Road. In addition, there was a significant grass fire on Fourth of July. Once that call was completed, the crews moved in to do standby at the City's fireworks presentation. Chief Spradley also commended Jim Poore and Jeff Patzke for their hard work on the Police/Fire Charity Softball game.

Training/Ambulance

a. July Training Calendar

Chief Keady presented the training calendar for the month of July.

b. June Training Statistics

The Board reviewed the training statistics for the month of June.

c. Training Chief Community Activity Memo

President Storey asked about a few of the items on Chief Keady's monthly report.

d. June EMS Billing Reports

President Storey asked Chief Keady to let her know what the differences in the Revenue reports is.

Prevention

a. Fire Marshal Community Activity Memo

Chief Rice presented his monthly report. He also reported on the Old Midland Road fire, indicating that it is a possible arson fire. Chief Rice also commented on the amount of illegal fireworks this year. He is looking at options for catching these fireworks next year.

13. Adjourn

The Board adjourned to Executive Session at 7:55 pm.

14. Executive Session: *Under section 192.660 (2) (d) to conduct deliberations with the persons designated by the governing body to carry on labor negotiation and 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, August 20, 2013 at 7:00 PM.

BOARD MEMBERS SIGNATURES

PRESIDENT

VICE-PRESIDENT

SECRETARY / TREASURER

DIRECTOR

DIRECTOR