

**TURNER FIRE DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES**

June 18, 2020

***Virtual Zoom Meeting***

7605 3<sup>rd</sup> St SE, Turner OR 97392

Meeting called to order by President Humber, at 1815 hours. Board members in attendance virtually or by phone were, Ed Humber, Gene Schaefer, Chuck Roberts, and D. Craig Anderson. Claude Kenned was in person. Absent: none. Staff Present: Chief Jon Remy, Rebecca Shivers Singletery, Asst. Chief Jordan Donat. Guest: none.

Flag Salute: dispense with salute, done during budget hearing.

Agenda: Agenda approved as presented.

Minutes: The minutes for the May 21, 2020 budget committee meeting were tabled until next meeting as not all directors had a chance to review. The minutes for the May 21, 2020 regular board meeting were approved as presented. **Action:** *A motion to approve the minutes for the regular board meeting as presented by Director Kennedy and Director Anderson seconded the motion and with no other discussion, the motion carried with 5 yea votes, 0 nay votes.*

Public Comment (agenda items): None.

Secretary/Treasurer's Report: None, in packet.

Board Committee Reports:

1. Board Policy Review Committee – No Report.
2. Budget Committee – No Report.
3. Personnel Committee – No Report.
4. Education Committee – No Report.
5. Turner Land Use Committee Representative – No report.
6. Urban Renewal Committee Representative – Director Anderson reported the committee met on 6/11/20 and approved the annual budget for next fiscal year for \$325,000; also approved an IGA with City of Turner, approved a \$5,000 project to help with updates to exterior for Mr. P's building, signage and an awning, it is remodeling to become a steak & seafood restaurant..

Old Business:

1. Ambulance Procurement update – Assistant Chief Donat
  - a. If all works out, last procurement update to the board.
  - b. 6/25/20 is the go date for final inspection and delivery of two new medics, we will send personnel to pick up, then graphics and radios next step after delivery.
  - c. Director Anderson asked what kind of training will be required for staff; Chief Donat explained that he and Rebecca have a plan in place for driving and orientation for all

personnel, will start at paid staff, work through duty shifts, and make sure everyone participates.

- d. Director Kennedy asked how quickly this will happen, Chief Donat said if all goes well, mid to late August and in use by early fall. There is licensing and state EMS requirements and we are busy working on those as well. Also reported working on moving EMS system to Building 2 and everyone is excited about the new space and medics.

#### New Business:

1. Resolutions – each resolution was read into the record by Chief Remy:
  - a. 2020-01 adopting FY 2020-21 budget, imposing and categorizing the tax
    - i. **Action:** *Motion to adopt Resolution 2020-01 adopting the FY 2020-21 budget, imposing, categorizing, and adopting the tax was made by Director Roberts, seconded by Director Anderson and motion passed unanimous with 5 yea votes and 0 nay votes.*
  - b. 2020-02 establishing fund balances for FY 2020-21 budget
    - i. **Action:** *Motion to adopt Resolution 2020-02 establishing fund balances FY 2020-21 budget, was made by Director Anderson, seconded by Director Kennedy and motion passed unanimous with 5 yea votes and 0 nay votes.*
  - c. 2020-03 budget transferring appropriations for FY 2019-20
    - i. **Action:** *Motion to adopt Resolution 2020-03 transferring appropriations for FY 2019-20 budget, was made by Director Kennedy, seconded by Director Anderson and motion passed unanimous with 5 yea votes and 0 nay votes.*

#### Chiefs Report:

1. Building plans: we are past the napkin drawing stage, current plan is to use building 2 and building 5 and both will stay when build a new station; plan would be to level rest of buildings, new station to include pull-through bays for 2 engines, 2 tenders, 2 ambulances, a brush truck, a rescue and a ladder truck; offices for a fire district and a police department; sleeping quarters for 8 people, kitchen, training room and a wellness center. The majority of the new building would be situated in the northeast corner of the campus with parking and training grounds toward the creek.
2. Finalizing a rental agreement with the City for the police department to rent building 7, looking at 3-year term with a 90 day out.
3. Continuing work with the City on vacating Cedar Street right of way, and moving power poles if in our best interest, continuing to negotiate with the City and PGE.
4. Negotiating with Jefferson Fire District on providing fire marshal services by increasing the work hours for our part-time fire marshal, billing them for the total hourly costs associated with the position.
5. Near to finalizing a staffing plan, complicated steps involved, will update as progress.
6. Preparing to hire another paramedic AO position, this in accordance with approved and adopted budget, it is time. Reduces the pressure on our volunteer and part-time medics, honoring them by adding the next person.

7. Review Strategic Plan: the current situation with pandemic and the purchase of the property next door has forced the current fire chief to do critical thinking. The board has supported the plan and the decisions that have been made to date occurred because they are in line with the plan. Next step is to send out the current plan with the last review notes, have everyone review and go through carefully, be ready to actively discuss at the next board meeting; what has been successful and what has not. Discussion ensued regarding next steps, board in agreement time to review, district is evolving, time to review goals and adjust or continue the course.
8. Recruiting new graduate students from Cascade HS as sleepers, they are moving in this month and ready to work and start learning. We have a strong history in launching young people.

Volunteer Association: none.

Information:

1. Correspondence – none
2. Good of the Order – Director Anderson shared that it seemed to him that the city was supportive as we move forward, shared positive response from Urban Renewal Committee minutes with the board.

Public Comment (other than agenda items): none

Next Meeting: The next meeting will be July 16, 2020 at 6:30 pm for the regular board meeting; to be held at the fire station located at 7605 3<sup>rd</sup> St SE Turner.

Adjourn Session: The regular meeting of the Board adjourned at 1902 hours. **Action:** *A motion to adjourn from Director Kennedy and motion seconded by Director Anderson, motion carried unanimous with 5 yea and 0 nay votes.*

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Board President

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Board Director