

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

June 20, 2019

7605 3rd St SE, Turner OR 97392

Meeting called to order by AIC President, Sec/Treas Anderson, at 1808 hours. Board members in attendance were, Gene Schaefer, Claude Kennedy and D. Craig Anderson. Absent: Ed Humber. Staff Present: Chief Jon Remy, Rebecca Shivers Singleterry, 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 18, 2019 budget committee meeting and the regular board meeting were approved as presented. **Action:** *A motion to approve the minutes for both the budget committee meeting and the regular board meeting as presented by Director Kennedy and Director Schaefer seconded the motion and with no other discussion, the motion carried with 3 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 4/25/19 for the annual budget process; shared a lot of inquiries for commercial business has come in to the city and expect to see some growth; this fall 2019 will be first distribution of taxes to include urban renewal tax; it was discussed that more funds will need to come from loan from city and or grants to move forward with any projects in the near future; acquired the Ball property, work is happening on this and used grant money to clean up the property; budget still set at \$200,000 for the 2019-20 fiscal year, next meeting will be the budget hearing in June.

Old Business:

1. Ambulance Procurement update – Assistant Chief Donat
 - a. Handout to the board on the proposed outline of costs for the two ambulances.
 - b. Included actual proposal documents for the original joint procurement from LaPine and reviewed packet with the board.
 - c. Looking at options from the spec that TFD will use or not use.

- d. Discussion ensued with questions by board members on why going with LaPine spec, Chief Donat shared that looked at a lot of vendors and proposal and this spec had the most in line with what TFD wants, spec and options, best fit for TFD.
- e. Reviewed how much change per the law, consulted legal dictating review of the law on what we would change or not on the joint open procurement.
- f. Ford chassis' not available until December has been changed; moved to possibly late spring at earliest being available per vendor and discussion ensued with questions regarding the ordering 2 ambulance at the same time and if ordering 1 chassis would be better or not. Still agreed to order 2 ambulances at same time, what best fits TFD model for staffing and training. Taking no action tonight, will update more at the board meeting in July.

New Business:

1. Civil Service Commission (CSC) appointments
 - a. Chief Remy reviewed the need for the board to appoint 3 CSC members to the TFD CSC. He reminded the board that they agreed that they would wait until after the May general election was completed and then invite those who had run for board director positions but not elected the opportunity to serve on the Turner Fire District civil service commission. Discussion ensued by the board regarding those who would they would consider for nomination. The nominees to consider are Christine Claire, Su Fennern, and Mike Everitt. ***Action:*** *Director Kennedy moved to nominate Christine Claire to a 3-year term, Su Fennern to a 2-year term, and Mike Everitt to a 1-year term for the TFD Civil Service Commission. Motion was seconded by Director Schaefer. Discussion ensued regarding their roles, how they would put the plan in place, the staggering of terms and their authority within the commission. The motion carried unanimously with vote 3 yea and zero nay votes.*
2. May General Election results
 - a. Chief Remy shared the final official results of the May general election of fire district directors. The board needs to accept the official abstract presented by Marion County of the results.
 - b. Director Anderson congratulated Chuck Roberts in winning the election open board position and the reelection of Directors Humber and Kennedy as well.
 - c. ***Action:*** *Director Schaefer moved to accept the official abstract results from Marion County Elections of the May 2019 General election and Director Anderson seconded the motion, and the motion passed unanimously with 3 yea votes and zero nay votes.*
3. Resolutions
 - a. 2019-01 adopting FY2019-20 budget, imposing and categorizing the tax
 - i. ***Action:*** *Motion to adopt Resolution 2019-01 adopting the FY 2019-20 budget, imposing, categorizing and adopting the tax was made by Director Kennedy, seconded by Director Shaefer and motion passed unanimous with 3 yea votes and 0 nay votes.*
 - b. 2019-02 establishing fund balances for FY2019-20 budget

- i. **Action:** Motion to adopt Resolution 2019-02 establishing fund balances FY 2019-20 budget, was made by Director Anderson, seconded by Director Kennedy and motion passed unanimous with 3 yea votes and 0 nay votes.
 - c. 2019-budget transferring appropriations for FY2018-19
 - i. **Action:** Motion to adopt Resolution 2019-03 transferring appropriations for FY 2018-19 budget, was made by Director Shaefer, seconded by Director Kennedy and motion passed unanimous with 3 yea votes and 0 nay votes.
- 4. Fire Chief – terms of employment
 - a. Chief Remy shared letter outlining agreement to continue employment with the district in a PERs workback as the fire chief per the board’s direction. (see letter in packet)
 - b. Chief will officially retire from his PERs position on 6/30/19 and come back on 7/1/19 per the terms outlined in the letter as a contracted employee.
 - c. Discussion ensued regarding benefits that district would continue for his position. If they were negotiable during the work back period and it was agreed by board consensus to move forward and this time.
 - d. **Action:** Director Kennedy moved to approve the changes to the terms of employment for the fire chief as outlined in the letter presented to the board. Motion was seconded by Director Shaefer and the motion carried unanimous with a vote of 3 yea and 0 nay.

Chiefs Report:

1. Active Civil Service Plan review was discussed with the board; will ask the new commission members to review the current plan and provide feedback, edits, and comments. Have also asked for other agencies current plans to compare, goal is to create a simple, mindful document for TFD.
2. Chief Cross is in Texas at the NPA Conference, she applied for and received a scholarship to attend and will brief the board in her board presentation on what she gained from experience.
3. City Attorney talking to our consultant about rule changes; your consultant is working hard for you.
4. Lake park in forward motion, city is proceeding at this point, you will see activity on the Holly Loop end of the lake.
5. Met with the neighbors at the lake; Chief Cross organized, we had City of Turner PD there, Jefferson Fire District water rescue, and Marion County Sheriff’s office; awesome response. HOA meets in July when they take over the running of HOA from the developer and will discuss topics we spoke to them about in regard to safety. We are on the same page.
6. Changing job duties in for career personnel; meeting benchmarks, look for updates in coming months on how progressing.
7. Academy gradation of four people; Rebecca, Misty, Rachelle, and Steve Cohen. We will have a TFD swearing in ceremony and BBQ on July 9th, officers are cooking, hope you all can come.
8. Wildland training and equipment ready, cross your fingers for a fun and safe season.
9. Ambulance staffing – summertime is much harder to staff our medics due to family commitments and vacation; we have hired a temp paramedic/facilities person to cover open shifts and be available to keep our medic 24/7 ALS.

Volunteer Association: President Max Alberts was present and gave short oral report that the volunteers are relaxing after a successful breakfast, next big event is the July Volunteer picnic, 7/13 at 4 pm, at the McNarie home.

Information:

1. Correspondence – None
2. Good of the Order – Director Anderson shared that had a great response to the TFD role and presence at the Oregon 2019 Ag fest. We have been invited back for next year. There was a lot of fire and interagency involvement, all coordinated by Chief Cross, it was much appreciated. Director Anderson presented the district with a check for \$1000.00 to be used for educational supplies for next year.

Public Comment (other than agenda items): None

Next Meeting: The next meeting will be July 18, 2019 at 6:30 pm for the regular board meeting; to be held at the fire station located at 7605 3rd St SE Turner.

Adjourn Session: The regular meeting of the Board adjourned at 1925 hours. **Action:** *A motion to adjourn from Director Schaefer and motion seconded by Director Kennedy, motion carried unanimous with 3 yea and 0 nay votes.*

Board AIC President

Board Director