

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

June 22, 2017

7605 3rd St SE, Turner OR 97392

Meeting called to order by President Dave Gullledge at 1830 hours. Board members in attendance were Ed Humber, Gene Schaefer, Dave Gullledge and D. Craig Anderson. Absent: Claude Kennedy. Staff Present: Chief Jon Remy, Rebecca Shivers Singleterry, and Asst. Chief Jordan Donat.

Flag Salute: yes.

Agenda: Agenda approved as presented.

Minutes: The minutes for the May 18th budget committee and the regular board meeting were approved as presented. **Action:** *A motion to approve the minutes as presented by Director Anderson and Director Humber seconded the motion and with no discussion, the motion carried with 4 yea votes, 0 nay votes.*

Public Comment (agenda items): None.

Secretary/Treasurer's Report: None, in packet, nothing to add.

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.

Old Business:

1. Urban Renewal (UR) update –
 - a. Chief Remy stated since last meeting, emails gone back and forth, language between City Council and TFD Board on the IGA; working past few weeks for refinement for the IGA draft. Currently the city, the fire chief and consultant can all “live with it”. It is now up to board to review and decide next step(s). Believe acting in good faith, the city is. Would like by the end of the meeting tonight the board give staff direction. Chief Remy feels have a good understanding of the IGA document and feels it is time to have a written response from the fire district board to the city, ready to bring into a landing. Also noted that the board will need to decide who from the fire district board, if agree to the IGA, be on the UR board? The city would like to know who that person will be, if the board or staff could send that information or have our consultant Mr. Kyle Gorman share that information with them.
 - b. Mr. Kyle Gorman, consultant UR presented to the board:
 - i. Diligently show UR policy by fire district board
 - ii. Staff remains engaged as process moves forward
 - iii. Three decisions need to be made tonight:

1. Fire District response to UR plan – letter to the city, technical issues in the city UR plan – our response is to address those that affect the fire district.
 - a. Set aside in UR plan \$100K for fire code old buildings refurbished w/in boundaries of UR plan
 - b. In public presentation city put on a few weeks ago, said can change projects, move things around; raises concerns by fire district, asked in letter to the city they not reduce \$100K already stated
 - c. Secondly, ask about building code being too specific; in draft letter ask they make language more general;
 - d. Lastly, ask to be included, because fire district represent best expertise in the area, we have voice in projects (construction in advance before projects actually move forward)
 - e. Also, city asks the fire district respond before July 1; we don't have to but they have asked for a response by then
2. Draft IGA (city drafter, see your packet):
 - a. City Admin and mayor agreed to sit down with fire district to be on same page, language, city has shown willingness to recognize IGA not a transaction but rather a relationship with fire district; have ongoing dialogue with fire district long term
 - b. City is committed to closing to closing IGA in 27 years, our math pretty accurate in comparison to city (3% on 3%)
 - c. Did not negotiate change in how payments structure, language in IGA allows flexibility for projects for fire district – allows fire district to make use UR bonding resources; no addition bonding expense to fire district if go out for bond
 - d. IGA big advantage for fire district, especially if area grows
 - e. Director Anderson asked if money could be used for purchase of land, Mr. Gorman said yes, as well as architectural work
 - f. Discussion ensued regarding language of IGA draft, how to strengthen it, is okay to strengthen it in regards to how the money is spent; types of projects vs ORS and UR agency responsibilities; want to be able to choose how fire district chooses to spend it. Discussion continued on language to have in the IGA to clarify this for fire district.
3. *Agenda change – continue how board can achieve consensus to work on wordsmithing and language for the IGA (was in New Business, moved to now in agenda order.)
 - a. Mr. Gorman answered questions from board members about language, specifics – make it more specific or not. Example given – sprinklers/fire code. Chief Remy addressed being careful about being too specific in the IGA language and discussion ensued about how specific it needed to be and what to include.

Also discussed how to ensure money in plan is earmarked to fire district; the language of this section within the IGA is to ensure it is clear and it becomes part of the operational mandate of the UR Agency plan.

- b. Mr. Gorman final comment – adequately address financial/economic issues: city and fire district both align regarding want actively to see growth in city/fire district that is:
 - i. In context with policy in line
 - ii. In context with financial assumptions, make fire district whole, in line with direction so far
 - iii. What have not done is align this with legal yet so think language is ready, encourage the fire district to present to legal for their review/input on IGA – board consensus on this being next step.
- c. **Action:** *A motion to send the current edited IGA draft to fire district general legal counsel for review was presented by Director Anderson and Director Schaefer seconded the motion and with no discussion, the motion carried with 4 yea votes, 0 nay votes.*
- d. Response Letter – Mr. Gorman stated the board has no obligation to respond by the deadline of July 1 by the city.
 - i. Director Anderson suggested that we get the IGA to legal counsel, and then go to sending a response letter after legal has reviewed the IGA and given input.
 - ii. Chief Remy stated that the most current version of the IGA draft had been sent via email to the board prior to this meeting, it has been edited with the board comments/input to date. At this time the board reviewed during session the draft IGA and made edits/suggested changes to #1, paragraph 4 and #2, (see final IGA version attached to board packet), as well as have a signature line added “in unanimous direction of the board”.
 - iii. **Action:** *A motion to have President David Gullede sign the response letter with edits and send to the City of Turner was presented by Director Anderson and Director Humber seconded the motion and with no discussion, the motion carried with 4 yea votes, 0 nay votes.*Letter to be sent to city as soon as possible.*
- e. UR Representative: Recommendation to the city to appoint to the UR Agency board a fire district board member was discussed.
 - i. City has already established UR Agency
 - ii. First meeting end of July, planning session

- iii. Board asked Director D. Craig Anderson to represent the fire district on the UR Agency board and he accepted the recommendation.

New Business:

1. Resolution 2017-01 Adopt 2017-18 Budget, impose and categorize the tax: **Action:** *A motion to adopt Resolution 2017-01 as presented by Director Humber and Director Anderson seconded the motion and with no discussion, the motion carried with 4 yea votes, 0 nay votes.*
2. Resolution 2017-02 Establish Fund balances for 2017-18 fiscal year: **Action:** *A motion to adopt Resolution 2017-02 as presented by Director Schaefer and Director Humber seconded the motion and with no discussion, the motion carried with 4 yea votes, 0 nay votes.*
3. Resolution 2017-03 Transfer appropriations for 2016-17 fiscal year: **Action:** *A motion to adopt Resolution 2017-03 as presented by Director Anderson and Director Schaefer seconded the motion and with no discussion, the motion carried with 4 yea votes, 0 nay votes.*
4. CPI – COLA: Chief Remy notified the board a month ago during the budget process of bringing wages into alignment comparable to neighboring district wages, also explained this is a cost of living adjustment, not a promotion or raise. Also shared the Budget committee reviewed and approved this during their sessions. **Action:** *A motion to approve and authorize the fire chief to implement a 2.2% CPI COLA for fiscal year 2017-18 wages effective 7/1/17 was made by Director Anderson and Director Humber seconded the motion and with no discussion, the motion carried with 4 yea votes, 0 nay votes.*
5. URA IGA (discussed this during Old Business item #1.
6. ISO Score – Chief Remy asked the board to think about the pros and cons of how to notify the community about the new ratings. He asked if the board wanted to do this. And if so, how? The new ISO rates for insurance purposes will be effective 7/1/17. Director Anderson suggested a letter to the community be drafted and sent out explaining ISO and how the rates were adjusted, work of the fire district and Assistant Chief Donat. He said it is the right time to do this, explaining why the rate adjusted from an 8 to 3. He suggested the letter contain language that is clear about what ISO is and why this rate change is important. The board directed the fire chief to draft a letter and have staff handle a direct mailing to district addresses. Might also use district social media to send the letter out as well was suggested but board members preferred a direct mailing. Discussion ensued and agreed direct mailing route to go.
7. May 2017 County Elections – abstract in packet. **Action:** *A motion to accept the election results as presented by the count and included in the board packet was made by Director Humber and Director Schaefer seconded the motion and with no discussion, the motion carried with 4 yea votes, 0 nay votes.*

Chiefs Report:

1. Lake housing development – 60 day delay, phase 2 is ready to go.
2. Absolutely no movement on public safety on the lake.
3. Apartments at 2nd and Val view are going in.
4. Eclipse meeting with ASA administrators and MC emergency management (policy makers own it when operation go badly. One extreme would be to spend entire budget hiring firefighters from

out of state. Could spend \$1 million on helicopters for standby. Other extreme is to play “volunteer” card and do nothing at all. We want to be in the middle, looking for direction from the board on which way want district to go. If we guess wrong, you will be criticized for being over-prepared or under prepared.) You will get the credit or the blame so the board should get a meaningful voice in the decisions.

- a. 500,000 to 1,500,000 visitors to our area
- b. Keeping I5 open, not sure about Hwy 22
- c. They are planning Wed to Wed, TFD is planning Fri to Mon
- d. Hospitals are deploying MCI tents, satellite hospital up the canyon
- e. OSFM, county fire chiefs are working on plans for major fires due to influx people
- f. Turner is planning based on the following assumptions:
 - i. Will see increase population
 - ii. Will see increase traffic and issues
 - iii. Will see increased likelihood of hostile fire disasters
 - iv. Our ambulance service will be taxed
 - v. No mutual aid available, the county may pay for 2 additional ambulances
 - vi. Very limited financial support
 - vii. Government has recognized this is economic development opportunity
 - viii. The desire for money can lead to bad decisions, expect to see an increase in bad decisions during this time
 - ix. There will be minimal help as any level; we are on our own basically.
- g. Turner is currently:
 - i. Recruiting volunteer and paid staff
 - ii. Standing up a 24/7 rehab operation at 950
 - iii. Working with CERT to establish 24/7 patrols of district
 - iv. Establishing an alternate fuel supply
 - v. Establishing plan for temporary sub-station south end of district
 - vi. Ordering official signs to limit open burning
 - vii. Assuming we will be overloaded with calls, triage mode will be used.
 - viii. Cooperating with local mutual aid to maximize our response capabilities
 - ix. Monitor the chatter and internet without getting sucked into any craziness
 - x. We will focus on knowing what is happening in district and around us so we can be prepared and ramp up before event
 - xi. We are going to monitor and see who is actually using land to set up “camping sites”.
 - xii. Open to board input, level of response you expect from us, what to aim for. What are concerns of the board, discussion ensued, and they requested do the best can with what resources have available, trust the staff and officers.

Volunteer Association: none.

Information:

1. Correspondence – None
2. Good of the Order – None

Public Comment (other than agenda items): None.

Next Meeting: The next meeting will be August 17, 2017 at 6 pm regular board meeting to be held at the fire station located at 7605 3rd St SE Turner. The July Board meeting has been cancelled.

No executive session.

Adjourn Session: The regular meeting of the Board adjourned at 2110 hours. **Action:** *A motion to adjourn from Director Schaefer and motion seconded by Director Humber, motion carried unanimous with 4 yea and 0 nay votes.*

Board President

Board Secretary/Treasurer