

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

March 18, 2021

Virtual Zoom Meeting

7605 3rd St SE, Turner OR 97392

Meeting called to order by President Humber, at 1833 hours. Board members in attendance virtually or by phone were, Ed Humber, Chuck Roberts, Gene Schaefer, Claude Kennedy, and D. Craig Anderson. Absent: none. Staff Present: Chief Jon Remy, Rebecca Shivers Singletery, Asst. Chief Jordan Donat. Guest presenters: Devan Esch, CPA; Madeline Sattler, Matt Thatcher, Darin Drill.

Flag Salute: yes.

Agenda: Agenda approved with the change to move the presenters to top of the agenda.

Minutes: The minutes for the January 28, 2021 regular board meeting were approved with the correction changing date 2107 to 2017 under Old Business, 1, g. **Action:** *A motion to approve the minutes as corrected was made by Director Anderson and Director Kennedy 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 shared the next meeting will be March 25, 2021 and Director Kennedy stated he would like to attend.

Guest Presenter: Devan Esch, CPA with Grove, Mueller & Swank, audit firm. Gave a final presentation of the FY2020 Audit report. He thanked staff for their help in preparing for their onsite visit and compiling information for their review. He noted it was a clean audit, with no abnormalities and because of this the audit firm did not have any recommendations for controls or changes per a management letter. He did share that the district received CRF grant funds in the fiscal year and those are accounted for and noted in the final audit report. He thanked the district for their good work, complying and having zero violations to report. Discussion ensued regarding whether all the board members were able to view the report sent out in late December. Staff will resend tonight another copy to those who did not receive it.

Guest Presenter: Cascade High School Community Bond Presentation by High School Principal Matt Thatcher, Superintendent Darin Drill, and Communications Director Madeline Sattler. Principal Thatcher review a handout with the board about their upcoming bond for the May General election and why they

are requesting support from community decision makers like the TFD Board. Superintendent Drill shared how important the bond would be to both communities, Turner and Aumsville, due to the impact of growth on the school district. Director Sattler shared information about the PAC and next steps for getting the word out. They thanked the board for the time to present tonight.

Old Business:

1. Strategic Plan update – Assistant Chief Donat
 - a. Presented the final version for consideration of adoption tonight with the board. Provided a brief summary of the changes and edits, which were grammatical in nature and did not change the content of the plan.
 - b. Discussion regarding the fire marshal and if there is a time when appropriate for him to present at the board meeting what done to date. Board agreeable on having this be added to the agenda at a future meeting.
 - c. During review of the document, change to date adopted, from 4/18/21 to 3/18/21 was made and agreed upon.
 - d. **Action:** *A motion to adopt the revisions for the TFD Strategic Plan with an adoption date of 3/18/21 was made by Director Kennedy and Director Anderson seconded the motion and with no other discussion, the motion carried with 5 yea votes, 0 nay votes.*
 - e. Question or consideration was raised that this is a road map, a document that is fluid and open to change and future revisions as deemed necessary by the board and staff.
2. Cedar Street vacation update – Chief Remy
 - a. Chief Remy gave an update to the board that their attorney is actively involved and working on negotiations with the city currently through the city’s legal counsel. He will then move forward with PGE regarding the easement for the transmission power lines. The attorney met with two board members and staff to be brought up to speed. Currently in phase 1 of the IGA process between city and fire district:
 - i. City will give up their right to negotiate with PGE, transferring this to the fire district.
 - ii. Negotiate an agreement between PGE and the fire district on moving the power lines
 - b. Discussion ensued regarding timelines for the process with the attorney and the city, PGE, and when first drafts of IGA would be presented to the board. Within the next month per Chief Remy.

New Business: None.

Chiefs Report:

1. Chain of command – effective use of personnel, we are seeing crews doing the right thing, saving homes and businesses today that would have gotten away from us 15 years ago. Jon Remy is showing up on scene, being safety officer, but not really needed. He is proud of our leaders, where we are today; continuing to prepare for the final run as the fire chief and making sure all the boxes are checked that he has on his list. In all ways, including fireground operations, we are headed in the right direction. Multiyear project – awesome and ongoing; cannot wait for good things to happen as we continually set the stage for the next group of leaders.

2. Focused on the budget – We are solvent, but there are a lot of moving pieces this year and the budget process will be more complicated than recent years. Working on a budget that aligns with the strategic plan. 10 years ago, less emotional, but now more complex, be ready to read emails that may be coming that speak to property tax, construction, and related challenges. Keeping our options open.
3. Drill – COVID-19 – we are getting ready to relaunch in person drills in April next month. It is important as we are entering our final months for ems recertification cycle and this is a major focus, getting a lot of our attention.
4. Be ready to take full advantage of grant opportunities in coming years with Blake Jamison as our current grant writer, we are looking at all the options and using them to our advantage. Currently working on OSFM Wildland grant, finished AFG grant. We will continue to watch and apply when it matters for the district.
5. Captain Hiring process – we have several big things happening around here, our success will involve luck, grace, and mercy. It will be the degree to which we prepare. Commend this board for allowing us to be ready for the next phase, we need to be sharp, and willing to do the work and put in the time to be successful. To not set us back, instead moving forward.
6. Director Anderson stated he enjoys Jon’s’ reports, they are informative and well worth the time.

Volunteer Association: - Chief Remy shared the volunteer are trying to figure out the breakfast and summer events; they are happy, active, and still giving money to those in need in the community and in the canyon.

Information:

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

Public Comment (other than agenda items): none

Next Meeting: The next meeting will be in person on April 15, 2021, at 6:30 pm for the regular board meeting; to be held at the fire station located at 7605 3rd St SE Turner unless otherwise stated in meeting notice.

Adjourn Session: The regular meeting of the Board adjourned at 1957 hours. **Action:** *A motion to adjourn from Director Anderson and motion seconded by Director Kennedy, motion carried unanimous with 5 yea and 0 nay votes.*

Board President

Board Director