

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

May 21, 2020

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

\*Virtual meeting as outlined in Executive Order 20-16

Meeting called to order by President Ed Humber, at 1912 hours. Board members in attendance via Zoom meeting were, Ed Humber, D. Craig Anderson, Gene Schaefer, Claude Kennedy and Chuck Roberts. Board member onsite: none. Absent: none. Staff Present on site: Chief Jon Remy, Rebecca Shivers Singleterry, and Assistant Chief Jordan Donat.

Flag Salute: dispensed with as it was done at the preceding Budget Committee meeting

Agenda: approved as presented. **Action**: *Motion to approve agenda as presented was made by Director Anderson and motion seconded by Director Schaefer, with no other discussion, the motion carried with 5 yea votes, 0 nay votes.*

Minutes: The minutes for the April 16, 2020 regular board meeting were 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: as presented 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 5/14/20 to approve and adopt the next fiscal year budget of \$336,000. This would come from loans and grants to the committee. The committee reported resources in the amount of \$25,000 anticipated from the county in UR from property taxes; \$5K of this is TFD. Discussion ensued regarding sale of Ball Bros. property, Mr. P remodel, TRH and Santiam hospital early talks, TFD purchase property, and asking about future of UR assistance.

Old Business:

1. Ambulance procurement process – AC Donat reported we are close, the boxes are being built, painted and anticipating a late June taking delivery; goal is to have in service late August; we are excited about the usability and what the new ambulances will bring to the community. Director Anderson asked if the amount of purchase was still holding, no last-minute surprises, Chief Donat confirmed we are on track.

## New Business:

1. Authorize rental agreement for 7585 3<sup>rd</sup> Street property
  - a. Chief Remy reported that after exploring all options, recommendation from staff is to rent Building 7 (office space building) to the city for their police department; allows partnership with city to continue.
  - b. The city is very interested in renting the space, real benefit to both sides.
  - c. Suggest rent set at \$500 a month, they would pay own utilities.
  - d. This is in line with services fire district receives from the city, hydrant services, water.
  - e. Chief Remy asked if questions or comments. Discussion ensued about the space, how much would be used by the police, the others buildings and parking on the property; also discussed terms of lease vs month to month rental; and future of grant application of police and fire working together as public safety building.
  - f. **Action:** *Motion to authorize the fire chief and the district to move forward and negotiate a rental agreement lease with the City of Turner for Building 7 located at 7585 3<sup>rd</sup> Street, to be used for housing the Police Department was made by Director Anderson, the motion was seconded by Director Schaefer and with no further discussion motion carried unanimous, with 5 yea and 0 nay votes.*
2. Development concepts for property
  - a. Chief Remy discussed the need for a new station; message to volunteers, staff and community we can stay in our current buildings with the addition of Building 5 on the new 7585 3<sup>rd</sup> Street address.
  - b. Do not want to send message that we are intending to build a new station immediately; want to do behind the scenes work with the city and police department – as a partnership to consider a grant together for public safety building.
  - c. Right now, need to understand and get direction from the board: how much time and money does the board want to invest/spend to begin working on the idea of a new station.
  - d. Discussion ensued regarding the idea, next steps, grant writing, what grants are available, draft plans, what to anticipate would be needed, UR role, FEMA grants, and more. Agreed a big project with many layers and steps.
  - e. Chief Remy stated next step – work with staff to start a list or outline of basic concept, needs, layout vs property space and lines, who are we serving, what is important, public safety and then present to the board. Board discussion ensued, consider a workshop type of meeting at that point to go over what is brought forward and layout the next step in the process.
  - f. Chief Remy accepted the boards consensus to begin working with senior staff and start to draft an outline of the topics discussed to begin the process.

## Chief's Report:

1. Budget for next fiscal year is biggest concern; we are very solid, in a good position, and want to be sure to not over extend for the next 6 months until we see what happens with tax revenue based on the current situation; people may not pay their property tax bills, food and housing first.
2. Salem has annexed next piece of property, which is north of Boone, east of 36<sup>th</sup>. No surprise for us, but it is the future and we will be watching, minor annexation.
3. Turner developments are continuing, Hydrant at the apartments in service, no conflicts but continual maintenances of the relationship and our fire marshal reinforcing the rules; it was first friction point but issue has come into compliance with fire code.
4. Staffing plan: what can it look like, and what is the road map to get there; this is a repeat of history, ask that we all enjoy the ride, it is constantly evolving and we will keep you informed.

5. Facility changes; building 5, we are actively moving into it, making space to centralize ems in current building 2, with our two new medics, Rebecca is leading this, staff and volunteers are working hard and you can stop by to see progress. If we do not like it; we can change it.
6. Director Anderson pointed out that it looks a lot nicer with all the trees gone, cleaner and well kept.

Volunteer Association: none. Chief Remy noted the breakfast has been cancelled, city is talking about doing something else later in the year; the volunteers also talking about trying to do something in the fall, they are working on it and will update as unfolds.

Information:

1. Correspondence – none.
2. Good of the Order – Director Anderson commented he is up to date with all bank reconciliation reviews; he did also comment that he was happy to hear that staff pays attention to rates and service costs and works with bank to keep those down, staying competitive with other vendors..

Public Comment (other than agenda items): none.

Next Meeting: The next meeting will be June 18, 2020 at 6:00 pm for the Budget Hearing and the regular board meeting will follow immediately; to be held virtually or if public meeting rules change, at the fire station located at 7605 3<sup>rd</sup> St SE Turner.

Adjourn Session: The regular meeting of the Board adjourned at 2008 hours. **Action:** *A motion to adjourn from Director Anderson and motion seconded by Director Schaefer, motion carried unanimous with 5 yea and 0 nay votes.*

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Board President

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Board Secretary/Treas.