

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

January 28, 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 Singleterry, Asst. Chief Jordan Donat. Guest: none.

Flag Salute: yes.

Agenda: Agenda approved as presented.

Minutes: The minutes for the November 19, 2020 regular board meeting were approved as presented.

Action: *A motion to approve the minutes presented was made by Director Anderson and Director Roberts seconded the motion and with no other discussion, the motion carried with 4 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 – No report

*President Humber arrives virtually, 1840, resumes chairing of the meeting.

Old Business:

1. Strategic Plan update – Assistant Chief Donat
 - a. Board received an email from Chief Donat on Tuesday, draft of strategic plan with proposed changes for their review.
 - b. Chief Donat presented his process with the board; how he approached the plan and proposed changes. He gave brief overview of current plan, his changes, same language but with his flavor, what is left to be done, and added his priorities to the plan.
 - c. Conclusion section of the proposed plan: Chief Donat shared his top priorities for the district: hiring of Captain position, facility upgrade/build, and finances.
 - d. Director Kennedy asked for status on hiring of Captain position. Chief Donat shared we are prepared to start and advertise within next 30 days.

- e. Director Roberts asked about movement on advance design of a new facility, where are we on that? Chief Donat shared we have a site plan drawing from the same architect mention before; we are currently in negotiations with the city and PGE on Cedar Street vacating process. Chief Remy shared that we have not retained anyone for design work at this stage; a site plan only from Randy Saunders, architect, has been done.
 - f. Director Anderson asked to have another month to review the proposed changes in the strategic plan, not ready to adopt yet without more time to review. Consensus of the board on this, putting this as an action item on the agenda for next board meeting.
 - g. Director Anderson also asked that we archive each version of the plan, for historical purposes. Chief Remy shared that is already the process, we have the original 2016 plan, the 2017 review, the 2020 review, and now the 2021 revision.
 - h. Discussion ensued about the process and to not act until next month.
2. Cedar Street vacation update – Chief Remy
- a. Chief Remy gave a brief history on the franchise agreement between PGE and the City of Turner.
 - b. He reviewed the options: leaving the powerlines, giving PGE an easement with the district, writing a document that notes PGE would be responsible to move the powerlines when the district deems it is necessary later; PGE would be responsible for the expense to move them. Discussion ensued regarding the cost to move the powerlines, purchasing other property to negate them having to move them, and if PGE would help in defraying cost of purchasing property in lieu of moving powerlines from current location. Also discussed options of where to move the powerlines, down by the creek and would that option work for the district if build new facility.
 - c. Chief Remy shared that PGE is asking for a site plan on where the district would build new station.
 - d. Discussion ensued regarding whether to bring in district counsel at this time and have them reach out to the city and with PGE. Board suggest Chief Remy contact district counsel and have them meet with two board members and staff on the land use as next step in this process, to understand the variables and possible options for the district.
 - e. President Humber appointed Director Anderson and Director Kennedy to attend this meeting with consensus of the board.

New Business: None.

Chiefs Report:

1. February Audit – Your auditors will be available at next months meeting with their presentation of the final audit report for FY2020. They maybe via Zoom but they will be here.
2. AFT underway – Blake Jamison from Tactical Business Group, our grant writer, is working on this process. District is requesting grass rigs, ems, and training equipment. We will know more in the next 24 hours whether we also will apply for the AFG Safer grant. Will keep you updated.
3. Call volume is on the rise: it is remarkable how many times we are had two ALS ambulance in service and transporting on true emergencies. This is humbling and happening often.

4. Dr. Vets – your medical director took time to do a ride along and it was beneficial for both sides. He was promoted to CMO (Chief Medical Officer) of the hospital and this change gives him more time available to work with the agencies he is contract with as medical director.
 - a. Projects he is working:
 - i. Updated protocols for 2021 – coordinated effort with area agencies.
 - ii. Controlled drug inventories and policies to align with other agencies under his direction.
5. PGE – spoke about this earlier tonight, nothing further needed here.
6. State money for waterline updated: City of Salem is changing way the move water from Franzen Reservoir to Salem. The changes will affect water pressure in Turner, and this has a direct effect on fighting fire and hydrant pressure for the district. It could create challenges for us. Discussion ensued regarding a letter of support from the fire district board in support of the City.
7. **Action:** *A motion to have the fire chief draft a letter, on behalf of the Turner Fire District Board of Directors, applicable to all parties involved in City of Salem moving and or changing waterline from Franzen Reservoir process, stating the fire districts' need to have access, adequate waterflow and pressure available for fighting fire (fire flow and maintenance) and providing adequate water necessary for life safety in the Turner Fire District, 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.*
8. CHS upcoming bond – Cascade High School has reached out and asked to present at your next board meeting information about their boing out for a bond. Discussion ensued on why they wanted to present to the fire district board and what role the district has in their bond. Director Anderson stated they do need to hear about what they have in mind and asked who presenters would be. President Humber asked what their reason was from coming to the board to present this? Board consensus that they would invite them to the next meeting, not as an endorsement but to hear the information. Agreed to add to the agenda.
9. Apartments – Chief Remy shared the final inspection on the sprinkler systems happening so they can start occupancy. Fire Marshal is working closely with Chief and builders on this.

Volunteer Association: - Chief Remy shared they donation report as follows:

1. \$30,443 in donations collected by the volunteers.
2. \$21,497 spent on Toy & Food drive families in the community. They will reserve the rest for any mid-year crisis/events.
3. \$24,729 spent on firefighters and families affected by the fires in the canyon.
4. Director Anderson shared this was commendable work by the volunteer association. The full board extended their appreciation to the volunteers.
5. President Humber asked about the banquet for this year. Chief Remy shared the normal February event was postponed due to the gathering executive orders and meeting rules. There are ideas in the works to have a summer event if all goes well.

Information:

1. Correspondence – none.
2. Good of the Order – President Humber mentioned fast approaching deadlines for the May General election to sign up as board directors if considering running for position again. Noted we have two positions that will be up for reelection.
3. Director Anderson asked if this was the place to ask about the grant funds received through the CRF grant, and where it was being held in the budget, the reserve fund. Chief Remy stated the funds are in the general fund, not the Reserve fund.

Public Comment (other than agenda items): none

Next Meeting: The next meeting will be February 18, 2021, with date to be determined 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 1941 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