

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

June 20th, 2024

7605 3rd St SE, Turner OR 97392

Meeting called to order by President D. Craig Anderson, at 1835 hours. Board members in attendance were D. Craig Anderson, Mike Everitt, Chuck Roberts, Tom Lovell and Ed Humber. Staff Present: Chief Jordan Donat and Kara Finn. Guests: Lawrence Allise and Budget Committee Member Su Fennern.

Flag Salute: Dispense.

Agenda: *Agenda approved as amended with a CHAT discussion added to new business with a motion by Director Lovell, second by Director Everitt, motion carried unanimous with 5 yea and 0 nays.*

Minutes: The regular board meeting minutes for May 16th, 2024, and the budget committee meeting minutes for May 16th, 2024, were approved as presented. *A motion to approve both the regular meeting minutes and budget committee meeting minutes as presented was made by Director Everitt and Director Lovell 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: Reports in packet.

Board Committee Reports:

1. Board Policy Review Committee – No Report.
2. Budget Committee – No Report.
3. Personnel Committee – No Report.
4. Urban Renewal Committee Representative – They met last Thursday to approve the budget. No major projects are planned currently, and revenue is gradually increasing.

Old Business:

1. Community AEDs: No updates.
2. Volunteer Appreciation Project: Director Roberts stated that the total cost came in at \$32,712 which includes concrete. Director Roberts recommended to the board to scrap the project citing most of the project would need to be completed at the same time and it is a lot of money to invest if eventually building a new station. President Anderson asked about phasing the project out into multiple budget years. Director Everitt and Director Lovell stated that they do not want to scrap the project. Director Roberts does not want to cancel a volunteer appreciation gift, but perhaps look at a different gift option. Chief Donat proposed getting started on the 1st phase of the project.
A motion to proceed with the proposed plan in a phased approach was made by Director Everitt and seconded by Director Lovell. Discussion: Round table discussion regarding phased

approach and the 1st phase will begin with concrete and excavation. The motion carried with five yea votes, 0 nay votes.

New Business:

- a. Resolution 2024-01 FY 2023-24 Transfer Appropriations- *Resolution to transfer appropriations for FY 2023-24 as presented to the board was approved with a motion by Director Lovell, second by Director Everitt, motion carried unanimous with 5 yea and 0 nays.*
- b. Resolution 2024-02 FY 2024-25 Adopting Budget, Imposing and Categorizing Tax- *Resolution to adopt budget for fiscal year 2024-25, imposing the tax for fiscal year 2024-25 and categorizing the tax for fiscal year 2024-25 and adopting the tax for fiscal year 2024-25 for Turner Fire District was approved with a motion by Director Everitt, second by Director Lovell, motion carried unanimous with 5 yea and 0 nays.*
- c. Resolution 2024-03 FY 2024-25 Establishing Fund Balances- *Resolution to establish policies for fund balance classification for Fiscal Year 2024-25 as presented to the board was approved with a motion by Director Everitt, second by Director Lovell, motion carried unanimous with 5 yea and 0 nays.*
- d. Resolution 2024-04 FY 2024-04 Ambulance Fee Schedule- *Resolution to set fees and charges for prehospital and emergency and non- emergency medical service rates as presented to the board was approved with a motion by Director Lovell, second by Director Everitt, motion carried unanimous with 5 yea and 0 nays.*
- e. Audit Firm Discussion- A proposal from local audit firm Accuity was shared with the board. It had been previously requested to look at other options for a new auditor due to the change in ownership of the existing audit firm, Grove Mueller Swank. The board was favorable to switching to Accuity.
- f. July Board Meeting- The board agreed to cancel the July meeting unless something comes up unexpectedly.
- g. CHAT- President Anderson would like to make sure that before DC Shivers retires, that there is a plan in place for the CHAT program. It is important that the program does not go into decline once she departs. President Anderson asked the board for support to ask DC Shivers to prepare a five-year plan to move the program along. Director Everitt asked about a single point of contact for project management. Director Lovell asked about Jon Remy's role in the program.

Chiefs Report:

- a. Grant Update—Four individuals were hired for the OSFM staffing grant. They will begin work June 1st through October 31st. The AFG grant closed in March and is in peer review. Awarding should begin summer of 2024, no later than September 30th.
- b. Paramedic- Jakob Alberts was sent to California to take the National Practical and he passed. He is just waiting for the Paramedic license and will begin the FTET process.
- c. Summer- Prepping for fire season and working people through the new trucks training.
- d. OSHA proposed rule changes- Comment period has been extended to July 22nd
- e. Chief Donat, Chris Vetter and Eric Brown attended the station design conference and returned with much work to do. There was a lot of information on design options. Important steps such as data collection for response times, call types, planning way ahead to educate the public, and

campaign for funding were addressed at the conference. The campaign should involve educated personnel educating the public on what is needed and why, with lots of data and facts to back up the plan. The last LOT was in 2005 and was very successful. Expertise is required for both design and project management. There are partnering options for both local and national experience when looking at architect experience.

- f. Upcoming- Chief Donat will be on vacation 6/22 thru 6/29 and the two-day event at the lake with fireworks will be on July 3rd and 4th

Volunteer Association: The recent breakfast was successful with a turnout of approximately 500 people.

Information:

1. Correspondence – None.
2. Good of the Order – Director Roberts inquired about revenue from subdivisions for public safety fees. Roundtable discussion regarding Crawford Crossings and money for public safety. Further research needed.
3. Public Comment (other than agenda items): None.

Next Meeting: The regular board meeting for July will be cancelled and the next board meeting will be held on Thursday, August 16th, 2024, at 6:30 pm to be held at the fire station located at 7605 3rd St SE Turner, OR unless otherwise stated in meeting notice.

Adjourn Session: The regular meeting of the Board adjourned at 1951 hours. **Action:** *A motion to adjourn from Director Everitt and motion seconded by Director Lovell, motion carried unanimous with 5 yea and 0 nay votes.*


Board President


Board Director

