



DOUGLAS COUNTY FIRE DISTRICT NO. 2

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DOUGLAS COUNTY FIRE DISTRICT NO. 2
BOARD OF DIRECTORS AND LOCAL CONTRACT REVIEW BOARD MEETING
Held: TUESDAY, APRIL 19, 2016, 5:30 P.M.
Location: HEADQUARTERS, 1290 N. E. CEDAR ST., ROSEBURG, OREGON

ATTENDANCE

Board Members: Roy Palmer, Pat Treece, Jim Lee, John Markovich.
Paul Jackson excused (medical)

Others Present: Chief Marlar, Rob Bullock, Ray Shoufler, Danna Wafer, Loyce Krogel.

REGULAR SESSION

CALL TO ORDER

Board Vice-President Lee called the meeting to order at 5:30 p.m.

CONSENT AGENDA

**Mr. Markovich moved, second Mr. Treece, approval of the Consent Agenda.
Motion carried unanimously.**

RECOGNITION

Oath of Rank/Badge Pinning Volunteer Academy Graduates. Scott McKnight gave a brief overview of the recent Firefighter Academy. Chief Marlar administered the oath of Rank to five (5) graduates from the Academy. They were pinned by family members and Chief Marlar. Chief Marlar also recognized a cadet for Winston-Dillard Fire District.

NEW BUSINESS

Mission Statement/Core Values Update Presentation. Lt. Josh Waechter presented the updated mission statement and core values.

The Board of Directors reached a consensus to accept the Mission Statement and Core Values as presented in the staff report of March 24, 2016.

FINANCE

Danna Wafer gave an overview of the financial status of the District.

Mr. Markovich asked questions about the status of the

A/R balance.

Mr. Palmer moved, second Mr. Markovich, approval of Accounts Paid for February and March 2016, and approval of the Financial Statements for February and March 2016.

Motion carried unanimously.

OLD BUSINESS

EMS Division Transition Process Update. Chief Marlar reported that the County Commissioners had approved the subcontract with Bay Cities Ambulance. Bay Cities will be making employment offers next week to qualified District personnel that applied. The building and capital assets appraisals are complete. The transition is going smoothly thus far. We are expecting to close escrow on May 31, 2016.

Chief Marlar gave an update on the office renovations at Station 1. There will be a joint press release in May, 2016, with Bay Cities, announcing the move to Dixonville.

NEW BUSINESS

Board Policy Review 2.1-2.5 and 3.1-3.7. Chief Marlar went over the changes to the policies.

Mr. Treece moved, second Mr. Palmer, acceptance of the policies reviewed with the noted changes.
Motion carried unanimously.

Board Resolution 15-2016 Interfund Transfers.

Mr. Markovich moved, second Mr. Palmer, approval of Board Resolution 15-2016 authorizing the transfer of budgeted funds from the General Fund into the Equipment Fund (\$250,000) and the Construction Replacement Fund (\$160,000).
Motion carried unanimously.

Budget Committee Appointment—William Combs.

Mr. Treece moved, second Mr. Markovich, approval to appoint William Combs to the Budget Committee.
Motion carried unanimously.

Division of Assets IGA Update City of Roseburg.

Mr. Treece moved, second Mr. Palmer, approval to authorize Chief Marlar to sign the Division of Assets IGA with the City of Roseburg.
Motion carried unanimously.

Staff Report Apparatus Update—Tender. D/C Bullock

notified the Board of Directors that there would be an increase in the purchase price of the tender. The price is still within the approved amount set by the Board.

Ambulance Loan Payoff Discussion.

Chief Marlar requested that the Board consider borrowing the monies needed to pay off the five (5) EMS Division ambulances from the Equipment Fund prior to the sale of the EMS Division. He stated this would help in the logistics of transferring the titles to Bay Cities for licensing. The approximate amount of the early payoff would be \$387,000.

Mr. Treece moved, second Mr. Markovich, approval to authorize Chief Marlar to pay off the ambulance loan in order to facilitate the title transfer.

Motion carried unanimously.

Chief Sign Sale/Closing Documents.

Chief Marlar requested the Board to authorize him as the approved District signer on all the Sale/Closing documents pertaining to the sale of the EMS Division.

Mr. Treece moved, second Mr. Markovich, approval to authorize Chief Marlar to sign sale and closing documents.

Motion carried unanimously.

CHIEF'S REPORT

Chief Marlar reported that he expects that Enterprise Fund will have an ending fund balance of approximately \$1.5 million when we complete the sale of the EMS division and assets in July or August. This money will be transferred to the General Fund after the start of the new fiscal year.

Chief Marlar reported on various personnel issues. Chuck Caylor is retiring and April 30, 2016. There will be a party for him on April 26, 2016, at 2: p.m. at HQ

FireMed renewals have been mailed out for the new year beginning July 2016.

Chief Marlar reported that he and D/C Bullock had met with the City of Sutherlin who had presented them with invoices regarding missing equipment and vehicle repairs. Chief Marlar and D/C Bullock presented them with replies to their inquiries today and provided documentation. They have set up a follow-up meeting in May to continue discussions.

Mr. Markovich left the meeting at 6:45 p.m. The quorum

was not affected.

Chief Marlar reported that he had consulted legal counsel concerning the absence of Mr. Jackson. The Board can approve a three (3) month leave of absence for Mr. Jackson. The Board agreed to approve a three (3) month excused absence for Mr. Jackson through June.

STAFF REPORTS

D/C Bullock reported that the Tactical Team had its first outing with the Sheriff's Department.

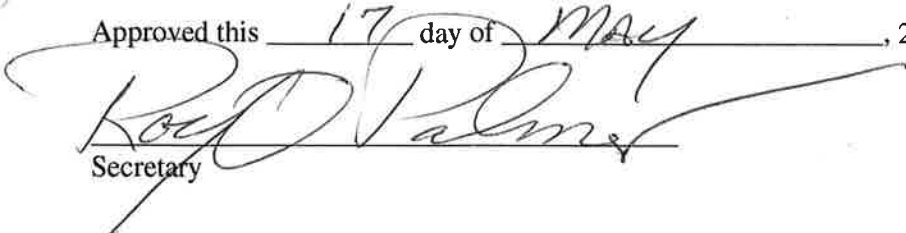
ITEMS NOT LISTED ON THE AGENDA

Mr. Treece reported that Roger Hartman had contacted him concerning the annexation policy of Fire District No. 2. Mr. Hartman is claiming that he has the legal right to not collect taxes for Fire District No. 2. Chief Marlar will ask the State of Oregon if this is true. Chief Marlar will also invite Mr. Hartman to attend next month's meeting.

ADJOURNMENT

Board Vice President Lee adjourned the meeting at 6:59 p.m.

Approved this 17 day of MAY, 2016


Secretary