



DOUGLAS COUNTY FIRE DISTRICT No. 2

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DOUGLAS COUNTY FIRE DISTRICT NO. 2

BOARD OF DIRECTORS MEETING

Held: TUESDAY, August 23, 2016, 5:30 P.M.

Location: STATION 5, 6000 GARDEN VALLEY ROAD, ROSEBURG, OREGON

ATTENDANCE

Board Members: Paul Jackson, Jim Lee, Pat Treece, Roy Palmer, John Markovich.

Others Present: Greg Marlar, Rob Bullock, Ray Shoufler, Loyce Krogel.

REGULAR SESSION

CALL TO ORDER

Board President Treece called the meeting to order at 5:38 p.m.

CONSENT AGENDA

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

FINANCE

Chief Marlar went over the Financial Statement.

Approval of Accounts Paid.

Mr. Markovich moved, second Mr. Palmer, approval of the Accounts Paid.
Motion carried unanimously.

Mr. Palmer moved, second Mr. Markovich, approval of the Financial Statement.
Motion carried unanimously.

RECOGNITION

Chief Marlar noted the inclusion in the Board packet of a photo of the stroller booth at the Fair. He recognized the son of Scott McKnight for his workmanship on the booth.

CITIZEN PARTICIPATION

Mr. Bob Banducci addressed the Board of Directors concerning the recent fires on his property on Hubbard Creek Road. Mr. Banducci requested a 20-25% reduction in his bill for services. He stated that he is not happy with the way the process is going. He feels the threat of collections should not have come up so soon. He wants a good faith effort from the Fire District.

“Do the right thing.”

Barry Hutchins corroborated Mr. Banducci's retelling of the event.

Mr. Banducci stated that you "can't fight a hay fire."

Mr. Lee stated that the practice of the Fire District is to keep a crew on site to maintain fire control since they are professionals.

Mr. Hutchins reminded those present that at the time of the fire, burning had been closed down per DFPA.

Mr. Jackson asked Mr. Banducci for his solution. Mr. Banducci responded that he wants the bill reduced \$1500-\$2000 or he will request that his other properties be de-annexed from the Fire District.

Mr. Lee apologized for the quickness of the threat to collections.

Chief Marlar noted that the issue of collections was not addressed in the letter but only in the telephone conversation was it broached when discussing what steps might be next in the process.

Mr. Palmer moved to decrease the bill for the Hubbard Creek fire by 20% and to encourage Mr. Banducci not to withdraw from the Fire District. Motion died for lack of second.

The current invoice for services to Mr. Banaducci will stand.

Board members and Staff took a short break to tour the recently purchased ambulance.

OLD BUSINESS

County Landfill Contract. Chief Marlar reported that he is in the process of drawing up an IGA with the County for responding to landfill fires.

Mr. Palmer moved, second Mr. Jackson, approval for Chief Marlar to enter in to an IGA with the County on approval by Chief Marlar and legal counsel.

Motion carried unanimously.

NEW BUSINESS

Board Policy 1.16 Oregon Ethics (1st Reading). Chief Marlar presented the Oregon Ethics policy for the Board.

Board Policy 2.1 Cost Recovery Fees Annual Increase.

Mr. Palmer moved, second Mr. Lee, acceptance of the changes to Board Policy 2.1 including the CPI and removing the time response restriction from transportation fires.

Motion carried unanimously.

Staff Report—Organizational Analysis/Strategic Plan.

Chief Marlar gave a brief overview of the staff report.

Mr. Markovich stated that the District already has auditors to check the financials.

Mr. Lee stated that there is a difference between response time reliability and response time compliance. He wanted to know what incident is the District able to meet with what personnel in which areas. He would like equipment as well as personnel included in the study.

Mr. Markovich would like to review an old study.

Mr. Palmer gave a synopsis of the process.

Board members eliminated items 3—Management Components and 4—Financial Controls. They eliminated the Capital Assets portion of item 7.

Mr. Lee moved, second Mr. Markovich, approval to move forward with the study.

Motion carried unanimously.

Chief Marlar will contact entities to send out proposals for updated scope of work.

Supplemental Budget Appropriation Categories.

Chief Marlar reported that at the September, 2016, Board meeting he will have a resolution to close the Enterprise Fund. Chief Marlar discussed various possible supplemental budget categories. No action will be taken until next month. Chief Marlar asked Board members to consider specific categories and amounts for the supplemental budget. Board asked for Chief and staff to come back to the Board with recommended amounts for the Construction, Equipment Funds and stipulated amount for future PERS liabilities.

D/C Bullock will provide an updated Equipment Replacement plan to the Board to include the stationary and mobile cascade air filling stations along with his recommendations.

to the City of Sutherlin. Fire District No. 2 is third alarm on the run cards.

Chief Marlar reported that a new tender has been ordered with a delivery date of May, 2017. Two (2) new brush rigs will be here late October, 2016 then will go to Cascade Fire for the brush boxes and pumps.

Chief Marlar reported that FireMed renewals were at 100%.

Chief Marlar noted the updated personnel photos.

Chief Marlar reported that the truck company had been surplused.

Chief Marlar reported that eight (8) EMS personnel had filed for unemployment. Three (3) claims are being paid.

Chief Marlar reported that Station 652 will be beginning renovations in September, 2016. There will be a community pancake breakfast on Saturday, August 27, 2016, at the station. F/M Shoufler distributed printouts of the various bids received.

Chief Marlar reported that a server had crashed and was being repaired.

Chief Marlar reported that he will have a meeting with JD to discuss the MedCom ASA renewal process.

Chief Marlar reported that Winston/Dillard had requested a waiver of the supplies cost for the period that District personnel are staying at their station. Board members reached a consensus to waive the invoice for the period Station 652's are staying in Winston.

D/C Bullock reported that he had one (1) remaining paper to prepare for his EFO credential.

Mr. Palmer left the meeting at 7:50 p.m. The quorum was not affected.

ITEMS NOT LISTED ON THE AGENDA

Mr. Lee stated that he no longer wanted to serve on the MedCom Board.

Mr. Lee moved, second Mr. Jackson, approval to appoint Mr. Markovich to the MedCom Board of Directors.

Motion carried unanimously.

EXECUTIVE SESSION IN
ACCORDANCE WITH
ORS.192.660(2)(i)

Board President Treece moved the meeting into Executive Session in accordance with ORS.192.660(2)(i) to discuss the employment-related performance of the Fire Chief at 7:53 p.m.

The Regular meeting reconvened at 8:11 p.m.

ADJOURNMENT

Mr. Markovich moved, second Mr. Jackson, approval to adjourn the meeting. Motion carried unanimously.

There being no further business to come before the Board at this time, Board President Treece adjourned the meeting at 6:47 p.m.

Approved this 20 day of September, 2016.



Secretary