



## DOUGLAS COUNTY FIRE DISTRICT No. 2

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DOUGLAS COUNTY FIRE DISTRICT NO. 2

BOARD OF DIRECTORS MEETING

Held: TUESDAY, SEPTEMBER 20, 2016, 5:30 P.M.

Location: STATION 5, 6000 GARDENVALLEY ROAD, ROSEBURG, OREGON

### ATTENDANCE

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

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

### REGULAR SESSION

#### CALL TO ORDER

Board President Treece called the meeting to order at 5:31 p.m.

#### CONSENT AGENDA

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

#### FINANCE

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

Mr. Markovich declared a potential conflict of interest with check number 61130.

**Mr. Lee moved, second Mr. Jackson, approval of the Accounts Paid.  
Motion carried unanimously.**

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

#### CITIZEN PARTICIPATION

Board members asked about the status of the Banducci incident. Chief Marlar reported that there had been no additional contact from Mr. Banducci. This item will be addressed at the next Regular Board meeting.

#### OLD BUSINESS

Station 652 Renovation Project Update. Chief Marlar wished to publicly acknowledge and thank Tate Powell

**“Do the right thing.”**

and Ray Shoufler for the work they have done during the renovation of Station 652. He stated that they have done an outstanding job.

Tate Powell reported that the interior demolition is complete. He gave an update of the work so far.

Supplemental Budget Appropriation Categories and Amounts. Chief Marlar distributed a copy of the proposed categories and amounts for the supplemental budget. He gave a brief explanation of the process. Board members gave Chief Marlar direction to move forward with the proposed appropriations for the supplemental budget. Board members will vote on the supplemental budget at the next Regular Board meeting.

Apparatus Replacement Plan Update. D/C Bullock reported that the current air compressor equipment is more than 30 years old. Industry standard is 20-25 years. He is looking at a replacement for the current mobile compressor unit. D/C Bullock also updated the Board on the current issues with the Rescue vehicle and plans to submit for a replacement unit for the rescue vehicle as well. Staff will bring back staff reports for replacement at a future regular Board meeting.

Board members reached a consensus to order a power gurney before October 1, 2016, in order to obtain special pricing. Staff will bring back a Board resolution at the next regular Board meeting.

## NEW BUSINESS

Board Policy 1.16 Oregon Ethics (2<sup>nd</sup> reading).

**Mr. Markovich moved, second Mr. Palmer, approval of Board Policy 1.16 Oregon Ethics.  
Motion carried unanimously.**

Board Resolution 03-2017 Enterprise Fund Closure.

**Mr. Palmer moved, second Mr. Markovich, approval of Resolution 03-2017 authorizing all residual equities and liabilities from Enterprise Fund to be transferred to General Fund ending FY17.  
Motion carried unanimously.**

Board Resolution 04-2017 Committed Funds Future PERS Liabilities.

**Mr. Lee moved, second Mr. Jackson, approval of Resolution 04-2017 committing fund balances for**

**future payroll related liabilities and establishing financial goals related to fiscal year-end fund balances.**

**Motion carried unanimously.**

Board Resolution 05-2017 Construction Funds Station 651 Flooring.

**Mr. Markovich moved, second Mr. Palmer, approval of Board Resolution 05-2017 authorizing the use of up to \$2,200 in funds for the replacement of the crew quarter's flooring at Station 651 from the fiscal year 2016-2017 Construction Fund.**

**Motion carried unanimously.**

Oregon Ethics Law Best Practices Checklist.

**Mr. Palmer moved, second Mr. Jackson, acceptance of the Oregon Ethics Law Best Practices Checklist.**

**Motion carried unanimously.**

## CHIEF'S REPORT

Chief Marlar reported that a request for quotes and the scope of work had been sent out to several firms and are due by 4:00 p.m. on October 7, 2016.

Chief Marlar reminded Board members that he will be presenting at the EMS Conference this weekend. He will be receiving on behalf of the organization a unit citation for the response during the UCC incident. He also reported that Treven Anspach will be receiving a Purple Heart award. Chief Marlar will accept it on behalf of the family.

Chief Marlar reported that he had met with Tim Freeman. Fire District No. 2 is able to bill for any and all rescue calls to the County for possible reimbursement from the Federal government.

Mr. Freeman also said that some subdivision properties are not within the District boundaries due to County oversight. The County is working on a letter to owners on this issue.

Chief Marlar reported that a hard drive had crashed. Data was 100% recovered. IT is proposing an additional redundant back-up system that would also back up to the Cloud. The Board was in favor of these additional steps.

Chief Marlar reported that Winston/Dillard wants to drop the office and station supplies portion of their

courier service and lower the invoice to \$300 per month.

Chief Marlar reported that he will be going to New York City for vacation.

Chief Marlar reported that Station 652's crews temporarily housed at Winston/Dillard are working well together and are busy.

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 evaluation of the Fire Chief at 6:48 p.m.

The Regular Meeting reconvened at 7:31 p.m.

**Mr. Palmer moved, second Mr. Jackson, approval to allow Chief Marlar to adjust his work schedule to work four (4) ten-hour days per week as long as he continues to meet the responsibilities of his position as Fire Chief.**

**Motion carried unanimously.**

**Mr. Palmer moved, second Mr. Jackson, approval to extend the employment contract of the Fire Chief for two (2) years.**

**Motion carried unanimously.**

**Mr. Palmer moved, second Mr. Jackson, approval to grant Chief Marlar a 1.5% COLA pay increase retroactive to July 1, 2016.**

**Mr. Palmer voted for; Mr. Jackson voted for; Mr. Lee voted for; Mr. Treece voted for; Mr. Markovich voted against.**

**Motion carried 4-1.**

ADJOURNMENT

Board President Treece adjourned the meeting at 7:34 p.m.

Approved this 18 day of October, 2016

  
Secretary