

**KEIZER RURAL FIRE PROTECTION DISTRICT
661 CHEMAWA ROAD NE
KEIZER, OREGON**

**REGULAR BOARD MEETING
December 19, 2017**

Call to Order – President Joe Van Meter called the meeting to order at 7:01 p.m. Directors present included: Betty Hart, Ron Christopher and Chet Patterson.

Roll Call – Those present at the Board meeting included: Fire Chief Jeff Cowan, Division Chief Brian Butler, Deputy Fire Marshal Anne-Marie Storms, Firefighter Tim Coburn and Andrew Alderson, Budget Committee Members Colleen Busch and Kelly Walther, Citizens Dave Bauer and Greg Ego.

Pledge of Allegiance

Minutes – Ron Christopher made a motion to approve the Minutes of November 21, 2017. Betty Hart seconded the motion. The motion carried unanimously.

Correspondence – None.

Guest Input – None.

Organizational Input

IAFF Local 3881 – None.

KVFA – Samantha Russell provided a report on the Santa Breakfast. Attendance of over 1,000 with a net profit of \$2,827.

Old Business – Board Vacancy

Chief Cowan read an email from John Rizzo withdrawing from the application process and leaving Greg Ego as the only remaining candidate. Ron Christopher made a motion to fill the vacant position of Mike Bauer with Greg Ego. Chet Patterson seconded the motion. The motion carried unanimously. Joe Van Meter presented Greg Ego with the Oath of Office and offered his congratulations. Betty Hart thanked John Rizzo for also considering the position.

Reports

Financial Report – Betty Hart provided a brief overview of the financial report. Tax revenue received is just over 95%. Ambulance revenue was transferred in the amount of \$205,000. The check from Capital FireMed was received in the amount of \$30,761. Health and Dental Insurance is at 46% and PERS is now over \$62,000 monthly. Chet Patterson made a motion to accept the financial report as presented. Ron Christopher seconded the motion. The motion carried unanimously.

Board Member Reports - Chet Patterson reported that he and Betty Hart, as the Finance Committee, had met with Chief Cowan, Chief Jackson and Vickey Dosier regarding a statement by the auditor about ambulance billing procedures. After much discussion Chet is initiating contact with Josh Bailey from Aldrich to get some clarification.

Betty Hart attended the Coffee with Cathy where she announced the District events including the Santa Breakfast and Candy Cane Day. The mayor reported on a code change that was given to the new theater coming to Keizer Station.

Chief/Staff Reports

Chief Cowan reported that December is full of events and is hard for staff to keep up with. Some discussion ensued.

No questions on Chief Jackson, Blanco, and Russell's reports.

Chief Butler was asked about the Resident Volunteer program. He reported that there have been some delays and it is therefore not running as of yet.

Anne-Marie Storms reported that Candy Cane Day went well and the stationary Santa was a success but it may need to have the hours extended. She reported that the new Fire and Life Safety Specialist candidate has passed his prerequisites and should start the first week of January 2018.

New Business

Insurance Renewals – Dave Bauer presented two new renewals. The first for the VFIS Volunteer Insurance coverage and the second for the General Liability Policy. The Volunteer policy is up apx. \$400 and is based on community population not number of volunteers. Greg Ego made a motion to renew the VFIS policy as presented. Chet Patterson seconded the motion. The motion carried unanimously. The General Liability policy is in the form of a proposal awaiting endorsements set to arrive in January. All Districts received a 2% increase across the board and the District's increase was a total of 2.77% which is based upon the previous three years data. The District again received the full 10% Best Practices credit and will receive the Longevity Credit as well if it commits to the two year agreement as proposed. Discussion ensued. Ron Christopher made a motion to renew the both the General Liability policy as presented by Dave Bauer. Chet Patterson seconded the motion. The motion carried unanimously.

Work Session Update – Chief Cowan provided a brief overview of the board work session which addressed staffing, equipment and financials. The District will be scheduling a bond update in the spring and will begin Levy preparation.

Other Business – Betty Hart asked if the board would be interested in a 70th celebration in the spring. The board concurred.

Good of the Order – Chief Cowan reminded the board about the Keizer Fire Citizen banquet on 01/20/18 and the Firefighter Awards Reception on 01/22/18. Betty Hart reported that the Santa Breakfast was great and thanked everyone for the work with a special thanks to Firefighter Tim Coburn for helping with Mike.

Pay Bills – Chet Patterson made a motion to approve the purchase and payment of \$58,271.50 to US Digital Designs for the upgrade to the station dispatching system as outlined in building improvements in the FY 17/18 budget. Greg Ego seconded the motion. The motion carried unanimously.

Ron Christopher made a motion to pay the bills. Chet Patterson seconded the motion. The motion carried unanimously.

Adjourn – President Joe VanMeter declared the meeting adjourned at 7:40 pm.

Respectfully submitted,



Chet Patterson
Secretary