

**Medford Rural Fire Protection District #2
Telephonic Meeting
June 2, 2021 3:00PM
Board Meeting Minutes**

Call to Order 3:00PM- Regular Meeting

Roll Call

X	President Jack Tait
X	Vice President Bill Riggert
X	Sec/Treasurer Dan Marcisz
X	Director Joe Brooks
X	Director Lisa Sandrock

Staff Members in Attendance

Eric Thompson, Fire Chief
Pam Webber, Executive Admin Assistant
Brittney Burroughs, Admin Assistant

Introduction of Guests- None

Public Comment- None

Motion to approve Minutes of May 5, 2021 Board Meeting- Tait

Second- Sandrock

Motion carried- Unanimous

Agenda Meeting (by phone) Attendees- Riggert & Brooks

Item out of order, Grant Update- Marcisz

Marcisz reviewed the award of the wildland grant which will need board approval. The City attorney and the auditor have reviewed the grant and confirmed that it can be processed. The funds resulting from the grant are noted as a carryover and will reside in the 2021-2022 Capital budget. The funds will be utilized for firefighting equipment. There is consideration to utilize at least part of the funding to purchase a tender.

Marcisz noted that he would like to recognize Aaron Ott for his work on submitting the application for the grant. Sandrock had a question regarding the insurance. Chief Thompson assured Sandrock that the insurance is provided by the City of Medford.

Motion to adopt a resolution to accept the Wildland Prevention and Preparedness grant, accepting the terms, conditions. The grant has no restrictions on how the funds are utilized. Reporting requirements are, 12/1/2021, 6/1/2022, 12/1/2022, and 6/1/2023. All Funds are to be expended and accounted for prior to June 1, 2023.- Brooks

Second- Tait

Motion carried- Unanimous

Budget Hearing to Adopt 2021-2022 Annual Budget- Marcisz

Marcisz reviewed the final copy of the 21-22 Annual MRFPD2 Operating Budget. He made special note of LB10, line #6 "Transferred in from other funds". The total is \$410,000 which includes the grant.

LB30 Not Allocated, recognizes the grant in the Capital Reserve line #23. Contingency increased on line #28 as a result of the auditor's advice to have at least \$200,000 in Contingency. A copy will be forwarded electronically to each board member.

Motion to adopt the Annual 2021-2022 MRFPD2 budget via resolution- Sandrock

Second- Tait

Motion carried- Unanimous

Financial Report- Marcisz

Dan reviewed the expenses. He explained that he has not received invoices for the 2nd City payment and Rosebud Media. He will pay the expenses by June 30th to assure the expenditure is included in the FY 2021.

Motion to pay the expenses in the amount of \$305,309.00 (tentative) which includes authorization to pay the City of Medford & Rosebud Media once the invoices are received- Brooks

Second- Tait

Motion carried- Unanimous

As of May 31, 2021

Demand Account		Interest*	Capital Reserve		Interest*
Fund 5942*	710,205.87	361.52	Fund 5946	570,097.74	290.36
Chckg Acct 0847	3,635.40	.19	Pool Plus- 4155	7,322.26	.31
Total	713,841.27		Total	577,420.00	

*Interest noted is included in totals.

There are no tax receipts to report due to an early in the month meeting.

Fiscal year wrap up- Marcisz

Marcisz noted carryover of \$150,000 take place this month.

Correspondence

Brown & Brown informing the board that SDIS is not an insurance carrier. Marcisz electronically signed that he received the notification.

New Business

Wildfire Prevention & Preparedness Grant (\$150,000)- Thompson

The board gave approval for Chief Thompson to sign the grant acceptance document. Thompson signed immediately following vote and gave document to Webber.

Item Not On The Agenda

Sandrock asked how new recruits are doing. Thompson provided an update. There are several milestones that will be achieved by July 1st. There is possibly a new hiring process to fill 3-4 vacancies later in the year. Thompson explained MFD's hiring process and applicant pool.

2021 Election Results- Riggert

Riggert announced that Dan Sylvester won the election for position #4, and will replace Joe Brooks. Riggert announced his resignation due to personal family matters and made a recommendation that

the board appoint Brooks to replace him. Riggert's current term is through 2023. Marcisz suggested that Riggert's resignation be effective June 30th, at the end of term. It was suggested that Brooks be appointed to Riggert's position by the vote. Sandrock asked how the board will establish the next President. Marcisz explained the process was a rotation from year to year. He recommended that Brooks be appointed president and Sandrock be appointed Vice President.

Old Business

Training Trailer Disposition- Thompson

Thompson has been requested by staff to selling the training trailer and give the proceeds to the District. It will be disposed of.

Fire Chief's Report

1. **Appreciation for Bill Riggert-** Chief acknowledged and thanked Riggert for his 14 years of service to the District Board of Directors. Chief presented him with a Medford Fire Department challenge coin.
2. **Fire Season** - Thompson noted that the fire danger level is increasing to moderate this week.
3. **Update on mutual aid agreement with District 5** – There is no formal IGA, as with D3. There is a verbal agreement that has resulted in some challenges with the utilization of the resources. Chief Thompson is communicating with JCFD5's Chief Hanley. He will continue to be a good neighbor and partner, but Chief will require an IGA outlining the details and addressing the staffing, training requirements, and a protection of the level of service to the citizens. There were questions and a discussion regarding the current mutual aid.
4. **Update on Discussions with Mercy Flights** – Chief is coordinating with Director Sheila Clough with Mercy Flights to improve the coverage and use of Fire Department resources in light of the increasing demand for services.

Good of the Order

- Sandrock asked if Chief is still working on an agreement to rent out our training center to other departments. There was a discussion regarding the benefits of the agreement.
- Marcisz reminded the group that we will need a new picture of the board members next month.
- Marcisz noted that it is time to revisit the succession plan. The board currently has one person on the succession list.

Next meeting July 7, 2021

Action Items

Action Item	Responsible Person	Due Date
Brush rigs present at meeting	Chief/Bum	July Meeting
Have photographer available to take Board picture	Burroughs	July Meeting

Meeting Adjourned
4:43PM

Respectfully submitted by Pam Webber, MFD