

Medford Rural Fire Protection District #2
200 South Ivy, #180, Medford, Oregon
June 3, 2020 3:00PM
Board Meeting Minutes

Call to Order 3:00PM- Budget Hearing

Roll Call

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

Introduction of Guests- None

Staff Members in Attendance

Eric Thompson, Fire Chief
 Tom McGowan, Training Chief
 Pam Webber, Fire Administration Manager

Motion to approve the Minutes of the May 6, 2020 Budget Committee Meeting- Riggert
Second- Sandrock

Motion carried- Unanimous

Budget Hearing Opened- There were no additional changes to the budget that was initially presented at the May 6, 2020 Budget Committee meeting.

Opened to Public Comment- None

Motion to adopt the 2020/2021 Budget- Riggert
Second- Sandrock

Budget Hearing closed- Marcisz

Motion to approve the May 6, 2020 Board Meeting Minutes-Brooks
Second- Riggert

Motion carried- Unanimous

Agenda Meeting Attendees- Joe Brooks and Jack Tait

Financial Status Report- Marcisz

Demand Account		Interest*	Capital Reserve		Interest*
Fund 5942	592,752.35	745.05	Fund 5946	1,189,915.65	1,501.72
Chckg Acct 0847	5,813.98	.19	Pool Plus- 4155	5,608.92	.44
Total	598,566.33		Total	1,195,524.57	

Expenses

Item		Line
PO#1788 Cascade Fire Equipment- Hose Nozzles, Type III	320.00	1-5560
PO#1802 Cascade Fire Equip- Skid Units for Type VI Brush Rig	141,046.00	2-5500
PO#1803 Mystery Ranch- Wildland packs	462.80	2-5070
PO#1809 Crater Chain Saw- Commercial Grade Hand Blower	199.96	2-5070
PO#1810 Cascade Fire- Firefighting Foam	4,889.00	1-5210
PO#1811 Board Member Annual Stipends- See PO for detail	3,275.00	1-5040
PO#1812 Rosebud Media- Budget Hearing Notice	664.80	1-5060
PO#1813 City of Medford 2 nd Annual Pmnt (pending until 6/7/20)	Pending	1-5100
Secretary/Treasurer Stipend	750.00	1-5180
Total	151,607.56	

Marcisz reported that state pool interest rate decrease to from 1.74 to 1.3% on May 14, 2020. Marcisz requested approval to make payment to the City of Medford for the second contractual payment and the Deputy Fire Marshal mid- month, once the City has presented the invoice.

There was a discussion regarding the arrival date of the skids for the brush rigs. It is anticipated that the skids will be delivered by June 15, 2020.

Marcisz reported on the increased expense for the auditor.

Approval to pay the bills in the total amount of \$151,607.56 and the second contractual payment once presented with City invoice- Riggert

Second- Sandrock

Motion Carried- unanimous

Correspondence- Marcisz

Received SDIS Longevity Credit, Check #057872- Marcisz

New Business- None

Old Business

Item not on the agenda- Roof Anchors and Floor Coating Update Requested-

This discussion began with a question regarding the completion of the Training Building. Marcisz reported that the district did not receive the grant for the roof anchors. The anchors offer more options for training to repel. Chief will work on a plan and report back to the board. This project is on hold until a funding source is determined.

McGowan reported that the bid to coat the floor with a non-slip product was \$34,000. After researching several products, he determined that the crews could coat the floor for approximately \$400. This project was completed.

Budget to Actual Report- Marcisz

Marcisz opened a discussion regarding the Budget to Actual report. He noted that this report helps to validate where the district is in the budget expenditures and helps the board to make informed decisions. The members and the Chief would like to receive this report every quarter.

Candidate Forum Date- Marcisz

Marcisz moved the Board Candidate Forum to August 5, 2020 knowing that the City may not be open to the public.

This led to a report from the Chief on the phases of reopening and that the City has received limited information on what the Governor will allow. There was a discussion on the future of the Covid-19 restrictions.

Staff Report

Sun Ridge Estates Firewise Community Preparedness Day- Shay

Mark Shay gave a report on the Sun Ridge Estates fuel mitigation project. He noted that the volunteer group filled a 40 yard dumpster with debris. This is an area with a private water source for fire protection. The area surrounding the water source especially needed mitigation. Sandrock noted that one of the residents discovered that in the event of a power outage, they would be locked in by a driveway gate. She inquired about escape routes. Shay informed the residents about both safety zones and escape routes. He noted that there are no specific identified safety zones and the residents will be discussing this at future HOA meetings. The discussion continued in regard to residents who have physical challenges and may need assistance evacuating.

IAFC Risk Reduction Education Grant- Shay

Shay also reported on the IAFC Risk Reduction Grant. Medford Fire is one of ten communities identified as a recipient. The grant provides a designated contractor to be assigned to the department to assist with the details of the grant. IAFC Prevention and Mitigation developed a brochure, they are printing them in both Spanish and English to be distributed by our department. The brochures will be ready in September. There will be a demonstration in the spring of 2021. Areas covered by the grant are \$6,000 in payroll costs, and \$1,000 disposable safety items, and \$16,000 for evacuation planning and exercises. We are currently waiting to be notified if we are one of the top three communities to receive the grant. Shay will keep the board informed

Toy Hauler/Trailer Repair Estimate- McGowan

McGowan reported on the 2006 Toy Hauler trailer that was purchased by the district in 2011. The roof failed and leaked causing water damage and dry rot in the front cap. The estimate in repairs came back at \$4,011 (\$586 of this amount was in materials). McGowan asked if it should be sold or repaired. There was a consensus that the repairs exceeded the overall value of the trailer. This led to a discussion about the necessity to have a trailer of this sort. McGowan informed the board that it is utilized for public education, training and periodically investigation. McGowan noted that while the training division appreciate having the vehicle, it is not detrimental to his division if they do not have one.

Riggert felt the repairs are the responsibility of the department. Riggert suggested renting a unit when needed instead. Chief followed up by instructing McGowan to research the disposal of the trailer (ie- selling it).

Fire Chief's Report

Personnel and Operations- Thompson

Chief Thompson reported on promotions of one engineer, two Captains, and one Deputy Chief/Operations Chief. The department currently has one vacancy and two pending retirements for December.

In April the Chief implemented four-man crews on each engine. He informed the board that it was working very well, it is making a big difference in the on scene operations and making additional units available.

The Chief has been working with area agencies to address the JC ASA (Ambulance service) revision. He will keep the board informed as this develops.

West Main Street Structure Fire/Explosion- Kleinberg

Kleinberg reported on a structure fire and explosion on West Main in an adjoining unit (district jurisdiction). The first in unit with a four-man crew was faced with a burn patient on arrival. The three remaining firefighters turned their attention to fire suppression. It was an immediate stop and spared the main residence of damage. The investigation revealed dangerous chemicals, fireworks.

Good of the Order

Marcisz announced that there will be an SDAO conference, August 27th in Brookings Oregon. He will get information out to the board members. Lisa noted that she is not on the SDAO email list. Next meeting July 1, 2020

**Meeting Adjourned
4:45PM**

Action Items

Action Item	Responsible Person	Due Date
None		

Respectfully submitted by Pam Webber, MFD