

**Medford Rural Fire Protection District #2**  
**200 South Ivy, #180, Medford, Oregon**  
**July 1, 2020 3:00PM**  
**Board Meeting Minutes**

**Call to Order 3:00PM- Regular Meeting**

**Roll Call**

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

**Introduction of Guests-**

Dan Sulvester  
Chris Morgan  
Cary Halligan

**Staff Members in Attendance**

Eric Thompson, Fire Chief  
Greg Kleinberg, Fire Marshal, Deputy Chief  
Justin Keylock, Support Services Battalion Chief  
Pam Webber, Executive Admin Assistant

**Public Comment- None**

**Motion to approve the Minutes of June 3, 2020 Board of Directors Meeting- Tait**

**Second- Sandrock**

**Motion carried- Unanimous**

**Candidate Forum- Marcisz**

Marcisz thanked the candidates for attending and proceeded with the Forum Disclaimer:  
*Thank you both for participating in the process. Nothing that is done here will in any way affect your ability to run for any Board position during a regularly scheduled election. Nor will it bring with it any endorsement. We are here to learn about each other. This will be our guide should any vacancy occur on the board outside the regular election process. It also does not commit you to accept any temporary appointment.*

Dan Sulvester- Why do you wish to run for this board?

Sulvester's daughter is his motivation and encouraged him to serve. He has lived in the area for the past nineteen years. He has a background of serving the public as fire department line officer and other fire department positions in Santa Clara County. He also served as a fire county commissioner for numerous years giving him a thorough understanding of the Fire Service and the experience in administering public budgets. Sulvester is a veteran who served in the airborne infantry.

Chris Morgan- Why do you wish to run for this board?

Morgan shared that he is new to the southern Oregon area. He would like to get more involved in this community. His strengths are Project Management, Procurement, Budget Planning and Environmental Remediation Management. Morgan noted that his experience with project and budget management will serve him well with the budget process and decisions. He is very proficient with planning software programs such as Excel. He has experience in conducting and communicating with stakeholders. Morgan presented the board members with a resume.

Marcisz and Tait shared several details about the District Board with Morgan and Sulvester. Marczisz thanked the candidates for attending the forum and invited them to stay for the remainder of the meeting.

**Agenda Meeting Attendees-** Jack Tait and Bill Riggert (by phone)

**Financial Status Report- Marczisz**

Financial information was not available at the time of the meeting due to the board meeting falling on the first day of the month.

**Marcisz presented expenses**

	Line	
PO#1813 City of Medford contractual payment (2 <sup>nd</sup> annual)	\$135,743.00	1-5100
PO#1816 City of Medford- Deputy Fire Marshal agreement	40,661.55	1-5035
PO#1817 Sign Dude- Type III vehicle markings & equip labels	84.76	1-5070
Secretary/Treasurer Stipend	750.00	1-5180
<b>Total</b>	<b>\$177,239.31</b>	

**Motion to pay \$177,239.31 in expenses- Tait**

**Second- Sandrock**

**Motion carried- Unanimous**

**Correspondence-** SDAO, Marczisz received a notice stating all in-person training is cancelled. This means the Brookings training will not take place. Marczisz will make contact with JCFD#5 to arrange a joint training.

**New Business-** None

**Old Business**

Budget Adoption Follow-up- Marczisz

Marcisz distributed a copy of the adopted budget. He noted that LB50, the authorization to collect tax revenue document, is still in process with the County tax office.

**Fire Chief's Report**

- Chief Thompson shared the monthly report with the members, noting that he is available to answer questions. The May activity is beginning to pick up due to the warmer weather.
- Chief noted a recent structure fire with three Medford engines. This resulted in 12 firefighters on scene within the first several minutes and rapid fire suppression. The four-man crew is working well and achieving a faster knockdown time.

- The SW Oregon fire risk was recently elevated to moderate.
- Chief informed the group, there is a joint public safety effort to clean up the Bear Creek Greenway to reduce the risk of wildland fire. Chief is very encouraged by the cooperation of the agencies to achieve the goal.
- There are no community events planned for the July 4<sup>th</sup> holiday.
- The type III engine is now in service. Medford Fire has conducted several trainings with neighboring fire agencies. It is also a means and a good opportunity to build relationships.

Kleinberg presented a draft report on the Community Planning Assistance for Wildfire (CPAW). The report addresses Medford’s progress on the plan. While Medford has wildfire building ordinances already in place, there is a recommendation to develop the Bear Creek greenway management plan and the land development code. This includes new construction vegetation requirements and cleaning up under growth.

Kleinberg reported on the challenges presented by homeless camps on the BC Greenway. The primary focus is to address the warming fires and the risk they pose. A property owner has offered a land space just off the greenway for the camps during the fire season. There is particularly a focus on the area south of the US Cellular Sports Park. The City continues to work on the project.

**Good of the Order**

- Marcisz noted that we received the titles for both of the type 6’s. The titles will remain on file at the MFD office.
- Marcisz suggested a feature fall newsletter article on the apparatus owned by the Fire District. Keylock also suggest articles on the auto-pulse and defibrillators that were purchased by the district.

**Meeting Adjourned  
4:55**

**Action Items**

Action Item	Responsible Person	Due Date
None		

Respectfully submitted by Pam Webber, MFR