

Regular Board Meeting
Corbett Fire District #14
Board of Directors
October 14, 2020

Present

Board Members: David Shannon, Leroy Smith and Mark Sorensen

Staff: Fire Chief Dave Flood, Office Administrator Heidi Timberman,
Assistant Chiefs Brent Younker and Rick Wunsch

Others: Russ Ries, Auditor with Jarrard, Seibert, Pollard & Co.

The Board Meeting was opened at 6:30 p.m. by Chair Smith

Minutes

Chair Smith asked if there were any comments, corrections or objections to the August 12, 2020 Board Meeting minutes. Director Sorensen made a motion the August 12, 2020 Board Meeting minutes be approved as presented. Vice-chair Shannon seconded.

All in favor, motion carried.

(3 yes votes: D. Shannon, L. Smith & M. Sorensen; 0 no votes)

Monthly Financial Review

Office Administrator Timberman presented the August and September financial reports. All funds are within adopted budget appropriations for the fiscal year. The LGIP interest rate remains at 1.00% as of July 23. There were no unusual or unplanned expenditures for August or September. General Fund Capital Outlay – Equipment expenditures include quick attack monitors, new MDTs and adapters; spending will slow down as the year progresses. The propane tank under General Fund Capital Outlay – Improvements other than Buildings has been installed. VA funds have been disbursed; we will close the fund by resolution tonight. Conflagration payroll for Mosier Creek fire was processed August 27, reimbursement request was reviewed by OSFM on September 24, we are waiting for payment. Conflagration payroll for Holiday Farm fire was processed today. Property tax revenue receipts are in line with the previous year; this will be reported each month as the effects of the COVID-19 pandemic on tax collections is unknown at this time. Approximately \$1,400 has been donated to replace the flags that went missing around the 4th of July. No word if charges had been filed. Also, of the SCBA's we bought from King County for

\$34,000 last year, we have received \$34,750 from sales, kept 3 for our chiefs and have a few miscellaneous accessories yet to sell.

FY 2019-2020 Audit – Presentation of Draft Audit Report

Office Administrator Timberman introduced auditor Russ Ries with Jarrad, Seibert, Pollard & Co. Mr. Ries made a detailed presentation of the FY 2019-2020 draft audit report. He covered the Independent Auditors' Report and the opinion that will be issued and the basic financial statements. He also highlighted some changes in the footnotes and provided a quick review of budget vs actual schedules. Finally, he talked briefly on the additional reporting required in accordance with Oregon Minimum Standards. The board thanked him for his work and the presentation.

METRO Properties: tax loss to small districts

Fire Chief Flood would like to talk to Metro about taking more responsibility for their property ownership within the fire district. Vice-chair Shannon will forward the draft letter he has prepared to OA Timberman for next month's meeting. This will be a long project. Vice-chair Shannon had a good conversation with the new director of Oxbow as a citizen.

Resolution – Close the Volunteer Activities Fund

OA Timberman reported that the volunteer association is its own legal entity and we have dispersed all funds. This resolution completes the transition as the fund is no longer needed. Vice-chair Shannon made a motion to close the Volunteer Activities Fund in accord with Resolution #2020-02 as presented. Director Sorensen seconded.

All in favor, motion carried.

(3 yes votes: D. Shannon, L. Smith & M. Sorensen; 0 no votes)

Resolution – Board of Directors Public Meetings Requirements

OA Timberman reported that she attended an SDAO Board of Directors and Management Staff Training webinar and it was recommended that we pass a resolution each July 1 that sets the public meeting requirements of the district for the fiscal year. Vice-chair Shannon made a motion to adopt the resolution of setting of the Board of Directors Public Meeting Requirements #2020-03 as presented. Director Sorensen seconded.

All in favor, motion carried.

(3 yes votes: D. Shannon, L. Smith & M. Sorensen; 0 no votes)

Chief's Report

Run reports for August and September - 41 for August, 79 for September, Labor Day wind storm 25 calls in 24 hours, our model all-volunteer, rural department with the rolling stock we own worked well, we continue to work and build relationship with Gresham

4" Hose - ordered and received 1,000 ft., discovered rigs can hold 1,500 ft. so will need to order more

Heaters at Station 62 - though budgeted for replacement of 1 this fiscal year it will be cheaper to replace both at the same time

Conflagration - we sent a 4-member crew with WT62 and B61 to Mosier Creek fire for 3 days in August, sent a 2-member crew with B61 to Holiday Farm fire for 6 days in September, remained in district the week of the Labor Day wind storm

School program - Lt. Fahlman will take the lead in a Zoom meeting classroom affair at the end of the month; we will see about getting the bling out soon

School superintendent - had lunch with interim superintendent recently, would like to have him meet the board at our next meeting

Water district - working on hiring a new manager, no update on well project, water main break in front of Springdale Pub after fire on Tuesday, most likely connected, our water system here is pretty fragile, we will address it with our members

Staffing and recruitment - we are at 32 members, meeting all of our calls, have sent out a few applications with fires in Oregon sparking interest

2019-2020 - COVID-19 has impacted the progress of our current recruit class; we will probably hold the badge ceremony in January

Chair Smith adjourned the Board Meeting at 8:15 p.m.