

Regular Board Meeting
Corbett Fire District #14
Board of Directors
July 14, 2021

Present: Director Brothers, Vice-chair Shannon, Secretary/Treasurer Weber and Director-elect Purvine

Absent: Director-elect McHenry (excused)

Staff: Fire Chief Dave Flood and Office Administrator Heidi Timberman

Guests: Assistant Chief Brent Younker

The Board Meeting was opened at 6:30 p.m. by Vice-chair Shannon

Election Results - Canvass of Votes

OA Timberman read the election results for the May 18 Special Election.
Director Brothers made a motion to accept the canvass of votes as received from Multnomah County Elections Division.
Secretary/Treasurer Weber seconded.
All in favor, motion carried.
(3 yes votes: P. Brothers, D. Shannon & F. Weber; 0 no votes)

Oath of Office

Victoria Purvine was sworn in by OA Timberman for a term of office from July 1, 2021 through June 30, 2025.

Election of Board Officers for Fiscal Year 2021-2022

Vice-chair Shannon opened nominations for Fiscal Year 2021-2022 Officers.

Director Brothers nominated David Shannon for Chair. Vice-chair Shannon nominated Victoria Purvine for Vice-chair. Vice-chair Shannon nominated Matthew McHenry for Secretary/Treasurer. There were no other nominations.

Vice-chair Shannon called for the votes.

All in favor of David Shannon for Chair.

(4 yes votes: P. Brothers, V. Purvine, D. Shannon & F. Weber; 0 no votes)

All in favor of Victoria Purvine for Vice-chair.

(4 yes votes: P. Brothers, V. Purvine, D. Shannon & F. Weber; 0 no votes)

All in favor of Matthew McHenry for Secretary/Treasurer.

(4 yes votes: P. Brothers, V. Purvine, D. Shannon & F. Weber; 0 no votes)

Minutes

Chair Shannon asked if anyone had any comments on the May 12, 2021 Board Meeting minutes. There were no comments. Vice-chair Purvine made a motion the May 12, 2021 Board Meeting minutes be approved as presented.

Director Brothers seconded.

All in favor, motion carried.

(4 yes votes: P. Brothers, V. Purvine, D. Shannon & F. Weber; 0 no votes)

Chair Shannon asked if anyone had any comments on the May 12, 2021 Budget Hearing minutes. There were no comments. Vice-chair Purvine made a motion the May 12, 2021 Budget Hearing minutes be approved as presented.

Director Brothers seconded.

All in favor, motion carried.

(4 yes votes: P. Brothers, V. Purvine, D. Shannon & F. Weber; 0 no votes)

Monthly Financial Review

Office Administrator Timberman presented the May, June and Fiscal Year 2020-2021 financial reports. All funds were within adopted budget appropriations for the fiscal year. The LGIP interest rate remains .60% as of March 1. There were no unusual or unplanned expenditures for May or June. OA Timberman provided a recap of individual line items over budget for the year. Vice-chair Purvine asked for more information on the Hydrant line item. FC Flood explained that we budgeted funds in the hopes the water district would resume installation of new hydrants. We will revisit the hydrant issue later in the meeting. Director Weber asked where we are as far as the percentage of collections of property tax revenues. OA reported we exceeded our budget last fiscal year. She will continue to monitor and report back to the board each month.

Audience Testimony

None

METRO Properties: tax loss to small districts

FC Flood has identified approximately 30 developable properties that Metro has purchased in the district since 1995 at a cost of just over \$10 million. He estimates the value to be \$15 million now; assessed is usually half of that so we are probably losing out on about \$10,000 per year in property tax revenues. School Superintendent Wold is very interested in pursuing this along with us; former Water District Manager Edwards didn't seem very interested. Chair Shannon will draft a response to Metro's last letter with these numbers. V-c Purvine reported that NEMCCA would be interested in helping with the matter.

A discussion of the need for life guards at Oxbow Park and garbage clean-up on Metro properties followed.

Historic Columbia River Highway Trolley

FC Flood reported we entered into an agreement to provide (21) overflow parking spots for approximately 3 ½ months, July through mid-October, at \$1,000 per month.

Springdale Market property improvements

The board received a copy of an email from Terry Cook, owner of property behind the Springdale station, with a proposal to acquire some of our property to address the parking issues at the store and access to his property. FC Flood will invite Mr. Cook to attend our next board meeting at which he may address the board on the matter.

FC Flood reported he had a conversation with Josh Svaren, owner of the Glenn Irvin market, on the 4th of July regarding our request that he not park his dump truck on our property. He is pretty upset about it. He also offered a bribe to FC Flood. FC Flood would prefer he deal with the board directly from now on; he will invite him to the next board meeting at which he may address the board on the matter.

Resolution to Set Board of Directors Public Meetings Requirements

The Board received a copy of the proposed resolution to set the public meeting requirements of the district for fiscal year 2021-2022. Director Brothers made a motion to adopt resolution #2021-01 as presented. **Resolution s/b #2021-04** Vice-chair Purvine seconded.

All in favor; motion carried.

(4 yes votes: P. Brothers, V. Purvine, D. Shannon & F. Weber; 0 no votes)

Update Signature Authority on District Bank Accounts

It is the policy of the board to designate all five Board members, the Fire Chief and Office Administrator as signers on District banking accounts. Director Brothers made a motion to update the signers on District banking accounts effective July 1, 2021 as follows:

Board Member, Position #1 – Matthew McHenry (removes Mark Sorensen)

Board Member, Position #2 – Victoria Purvine (removes Leroy Smith)

Board Member, Position #3 – David Shannon (no change)

Board Member, Position #4 – Frank Weber (no change)

Board Member, Position #5 – Patrick Brothers (no change)

Fire Chief – David Flood (no change)

Office Administrator – Heidi Timberman (no change)

Director Weber seconded.

All in favor; motion carried.

(4 yes votes: P. Brothers, V. Purvine, D. Shannon & F. Weber; 0 no votes)

Policy Review: Policy 4.3, 4.4, 4.5 and 4.6

OA Timberman led the Board through a review of Policy 4.3, 4.4, 4.5 and 4.6 of the District's policies. No changes were made to the Proposed Update versions. Director Brothers made a motion to adopt Policy 4.3, 4.4, 4.5 and 4.6 as proposed tonight.

Vice-chair Purvine seconded.

All in favor; motion carried.

(4 yes votes: P. Brothers, V. Purvine, D. Shannon & F. Weber; 0 no votes)

Chief's Report

Run reports for May and June – calls are picking up, significant number of traffic accidents, gave 11 mutual aids last month, total loss semi-tractor trailer fire on I-84 – Lt. Eric Eaton was officer in charge, crew did a fantastic job

Conflagrations – we sent E64 and WT62 with five members to Wrentham Market fire for 2 ½ days; same rigs and number of members now at Bootleg fire for probably 14 days; FC Flood let the board know that he evaluates the risk of sending resources out of the district for each conflagration

Burn rules – the three very hot days we experienced a couple of weeks ago got a lot of people panicky, including metro area fire chiefs and politicians; temperatures are just one component of wildfire conditions, the others include wind, fuel dryness and humidity, it is a typical July; we are still allowing fire pits in backyards for a couple more weeks; no agriculture or backyard burning is currently allowed

Recruit Academy – Dennis Bryson and Dave Selden have been working together on this year's recruitment; we have received approximately six applications; our informational meeting is scheduled for next week

Old B61– remains unsold

New B61, B62 and UT62 – lights and radios will be installed within the next couple of months to complete the transition

Fireworks ban – FC Flood has a Zoom meeting with Multnomah County Commission Chair Kafoury on July 21st to discuss extending the fireworks ban until October; he will take the opportunity to ask about trimming the county road right of way areas which are far more dangerous than any fireworks

New Board Member orientation – FC Flood and OA Timberman took new board member Matt McHenry on a tour of the district last week; the tour for Victoria Purvine was interrupted by a call, we will reschedule

Surplus Sale – we made a little over \$2,000 at the sale despite the record-breaking temperatures; almost everything went away

Multnomah County Wildfire Mitigation meeting – Multnomah County Emergency Management held a phone meeting on the 7th; they apparently have a 10-year plan for us; lots of questions for FC Flood; lots of concerns from community members that are probably slightly more fearful of wildfires than our average citizens

Intermediates – our EMT-I are making a difference in the community; we had two successful sticks last night

Items not on Agenda

Revised Resolution #2021-02 Making Appropriations – OA Timberman reported that Resolution #2021-02 needed to be revised to meet statutory rules. Director Brothers made a motion to adopt Revised Resolution #2021-02 Making Appropriations as presented.

Director Weber seconded.

All in favor; motion carried.

(4 yes votes: P. Brothers, V. Purvine, D. Shannon & F. Weber; 0 no votes)

Audit – OA Timberman received and shared a copy of the engagement letter for the Fiscal Year 2020-2021 audit; we are in the second of a four-year contract at a fee of \$4,500; field work is scheduled for next Wednesday; reports to be issued by the end of September and presentation to the Board to follow.

Hydrants – Chair Shannon has drafted a letter to the water district regarding continued collaboration between the two districts in the matter of installing new hydrants. FC Flood reported that it is virtually unheard of for a fire district to pay for fire hydrants so our historical cost-sharing arrangement is more than meeting in the middle. OA Timberman will address the letter to the Corbett Water District Board of Directors.

Agenda Suggestions for Future Meetings

Chair Shannon is requesting that we discuss Board member availability for following month meeting prior to adjournment.

Chair Shannon adjourned the Board Meeting at 8:20 p.m.