

Regular Board Meeting
Corbett Fire District #14
Board of Directors
April 13, 2022

Present: Vice-chair Purvine, Director Smith and Director Weber

Late Arrival: Chair Shannon @ 6:33 p.m., Secretary/Treasurer McHenry @ 6:35 p.m.

Staff: Fire Chief Rick Wunsch and Office Administrator Heidi Timberman

Guests: Fire Marshall Dave Flood, Captain Daren Martin, Volunteer Association President Joe Fahlman, Volunteer Association Secretary/Treasurer Jasmine Zimmer-Stucky @ 7:15 p.m. and Firefighter Kelly Purvine

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

Minutes

Vice-chair Purvine asked if anyone had any comments on the March 9, 2022 Board Meeting minutes. There were no comments.

Director Smith made a motion the March 9, 2022 Board Meeting minutes be approved as presented.

Director Weber seconded.

All in favor, motion carried.

(3 yes votes: V. Purvine, J. Smith & F. Weber; 0 no votes)

Vice-chair Purvine asked if anyone had any comments on the March 9, 2022 Budget Committee Meeting minutes. There were no comments.

Director Smith made a motion the March 9, 2022 Budget Committee Meeting minutes be approved as presented.

Chair Shannon seconded.

All in favor, motion carried.

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

Vice-chair Purvine turned the meeting over to Chair Shannon at 6:33 p.m.

Monthly Financial Review

Office Administrator Timberman presented the March 2022 financial reports. All funds are within adopted budget appropriations for the fiscal year. The LGIP interest increased to .55% from .45% on March 16 and to .65% from .55% on April

7. There were no unusual or unplanned expenditures for March. She noted that our Clothing, PPE and Uniforms line item is now at over 97% of budget and that is due to the purchase of new duty jackets for all volunteers, staff and board members.

Facilities/Bond

David Ulbricht, Director of Advisory Services, SDAO Advisory Services LLC (attending via video conference) introduced himself and provided a brief bio to the board. His role is to assist SDAO members in securing funding for a project(s) from start to finish. He provided a timeline of requirements to be met for a November election and answered questions. Chair Shannon requested references of previous clients and municipal bond attorneys as well as a comprehensive record of a similar bond request. Mr. Ulbricht has been invited to our May 11 meeting for further discussions. Vice-chair Purvine will contact the school district to see if they will share cost information of their recent bond. FC Wunsch will contact the Keizer Fire Department to find out about their recent bond experience.

Audience Testimony

None

EMS Contract Negotiations

Chair Shannon is working on the demand but needs more information to support our request. OA Timberman will provide budget and call data to him for this purpose. The demand will be brought to the board at next month's meeting.

Group Critical Illness proposal

The board received an official quote from WHA for Group Critical Illness coverage for three different levels: \$10K, \$20K and \$30K. It is the opinion of the board that the cost of the policy outweighs the potential benefits to members. Chair Shannon suggested we look at similar alternatives to providing some other financial benefits to our members who may experience a critical illness event. OA Timberman will check with SDAO legal counsel to see if the district is legally allowed to make a contribution to the Corbett Firefighters' Association Benevolence Fund and report back to the board.

Update Plan Name and Plan Administrator for GA #71799 (Fire Chief Retirement Plan)

OA Timberman requested updates to the Plan Name to Corbett Fire District No. 14 and Plan Administrator to Office Administrator Heidi Timberman for the Fire Chief's Retirement Plan. The request was approved. No action required.

Update Registered Agent

OA Timberman requested the update of our registered agent to the Office Administrator. Retired Director Patrick Brothers has held the position since the resignation of the former District Clerk.

Vice-chair Purvine made a motion to update the registered agent for the District to the Office Administrator.

Secretary/Treasurer McHenry seconded.

All in favor, motion carried.

(5 yes votes: M. McHenry, V. Purvine, D. Shannon, J. Smith & 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.

Secretary/Treasurer McHenry made a motion to update the signers on District banking accounts effective immediately as follows:

Board Member, Position #1 – Matthew McHenry (no change)

Board Member, Position #2 – Victoria Purvine (no change)

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

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

Board Member, Position #5 – Jeffrey Smith (removes Patrick Brothers)

Fire Chief – Rick Wunsch (removes Dave Flood)

Office Administrator – Heidi Timberman (no change)

Vice-chair Purvine seconded.

All in favor; motion carried.

(5 yes votes: M. McHenry, V. Purvine, D. Shannon, J. Smith & F. Weber; 0 no votes)

Resolution to Review Reserve Fund

The Board received a copy of the resolution to meet the requirement of reviewing the need for the Equipment and Building and Land Reserve Fund as enacted March 12, 1996. It also changes the name to Capital Reserve Fund; the purpose remains the same.

Secretary/Treasurer McHenry made a motion to adopt resolution #2022-03 as presented.

Vice-chair Purvine seconded.

All in favor; motion carried.

(5 yes votes: M. McHenry, V. Purvine, D. Shannon, J. Smith & F. Weber; 0 no votes)

General Order #13 Update

Fire Chief Wunsch presented the update to General Order #13. It changes the number of points for call response from 3 per hour to 3 per call during the hours 6:00 a.m. to 11:59 p.m. and to 6 per call during the hours 12:00 a.m. to 05:59 a.m.

General Order #2

FC Wunsch presented a new general order addressing social media. This new GO provides guidance and direction for department members in the use of social media. It covers Fire District Social Media, Fire District Uses for Social Media and Personal Use, Precautions and Prohibitions. Chair Shannon requested, under Personal Use, Precautions and Prohibitions, the addition of "these media belong to and are to be turned over to the District" to 5 and replacing "may be asked to" with "must" to 7.

Secretary/Treasurer McHenry made a motion to approve GO #2 as orally amended.

Director Smith seconded.

All in favor; motion carried.

(5 yes votes: M. McHenry, V. Purvine, D. Shannon, J. Smith & F. Weber; 0 no votes)

Chief's Report

Calls for March – 38 calls for March – 106 for the year; vacant house fire on Ogden – 14 responders – it was a great call for our firefighters to do forcible entry, search in low heat/visibility, overhaul and ventilation; trail call up at Fairy Falls about a mile and a half up the trail; chimney fire; 20 seconds apart on last Monday in March – pedestrian hit on Hurlburt and working code in Springdale area – patient is getting pacemaker and is in rehab

New recruits – Our four new recruits passed their final test and are now responding on calls

Phone number – The burn line has been super active; we had 15 calls to non-emergency and all hung up after being on hold for about 2 minutes – the woes at BOEC continue

Aims Station – Cinder block thrown through apparatus bay window; no damage other than to the glass

Items not on Agenda

SDIS Best Practices Program – OA Timberman to send link to SDAO website to all board members so they can find out what they need to do to assist the District in receiving credit on our insurance premium

Firewise – FC Wunsch reported on the last meeting of this community-led group

Preliminary material costs for Websteel buildings

Agenda Suggestions for Future Meetings

None

Chair Shannon adjourned the Board Meeting at 8:33 p.m.