

**Regular Board Meeting**  
**Corbett Fire District #14**  
**Board of Directors**  
**June 8, 2022**

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**Present:** Chair Shannon, Vice-chair Purvine, Director Smith and Director Weber

**Absent:** Secretary/Treasurer McHenry

**Staff:** Fire Chief Rick Wunsch and Office Administrator Heidi Timberman

**Guests:** Assistant Fire Chief Younker and Gary Purvine

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

**Minutes**

Chair Shannon asked for a motion regarding the May 11, 2022 Board Meeting minutes.

Vice-chair Purvine made a motion the May 11, 2022 Board Meeting minutes be approved as presented.

Director Smith seconded.

All in favor, motion carried.

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

Chair Shannon asked for a motion regarding the May 11, 2022 Budget Hearing minutes.

Vice-chair Purvine made a motion the May 11, 2022 Board Meeting minutes be approved as presented.

Director Weber seconded.

All in favor, motion carried.

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

**Monthly Financial Review**

Office Administrator Timberman presented the May 2022 financial reports. All funds are within adopted budget appropriations for the fiscal year. The LGIP interest increased from .75% to .90% on May 27. There were no unusual or unplanned expenditures for May. She reported that the average property tax revenue collections for June is approximately \$10,700 and we should anticipate exceeding budget projections by around \$10,000. Also noted was higher than budgeted OPS Communications expenditures due to increased pager rentals and

charges for lost or damaged pagers, and Fire Chief Salary and Payroll Taxes due to double filling the position for the last 6 weeks of 2021.

### **Audience Testimony**

None

### **Facilities/Bond**

David Ulbricht, Director of Advisory Services, SDAO Advisory Services LLC reviewed the timeline of the bond process for getting the measure on the November ballot. One, we need to determine what the cost of the project will be. Two, we need to bring in a bond attorney to assist in drafting the required legal financial documents. Three, we need to adopt an authorizing resolution of calling the bond measure election no later than our August board meeting due to the state's filing requirements. After passing this resolution, we will file Form SEL-805 with the county clerk's office no later than August 19<sup>th</sup> (81 days prior to the election). Form SEL-803 will then be filed with the county clerk's office no later than September 8<sup>th</sup> (61 days prior to the election). At this time, we will need to provide an explanatory statement to go along with this form for publishing in the voter's pamphlet. If the bond passes, we will begin a new process for the sale of the bonds. Mr. Ulbricht provided a brief summary of this process.

The board reviewed a copy of the Municipal Advisory Services Agreement that Mr. Ulbricht provided for the April board meeting.

Director Weber made a motion the board enter into the SDAO Advisory Services LLC Municipal Advisory Services Agreement on a contractual basis for the bond services outlined within.

Vice-chair Purvine seconded.

All in favor, motion carried.

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

### **EMS Contract Negotiations**

Chair Shannon reported the in-district meeting with county representatives last month went well. They did not say no to the proposal, rather it cannot be fluid on a quarterly basis for budgeting purposes. The revised proposal changes the manner of calculating the annual payment and its timing. It also contains a request to increase the current contract to reflect our actual per call response cost for 2021 via a special appropriation. Finally, a request to address the \$320,000 deficit for the past four years based on this new calculation was included.

## **First Reading – New policy: Contribution to Corbett Firefighters’ Association Benevolence Fund**

The board received the first draft of a policy to address the Contribution to the Corbett Firefighters’ Association Benevolence Fund as discussed at the May 11, 2022 regular board meeting. The second reading will be at the July 13, 2022 regular board meeting.

## **PSTrax Software for Rig Checks**

Fire Chief Wunsch presented options for the use of PSTrax software to address the challenges we have struggled with for getting rig checks done. A brief discussion was held.

Director Smith made a motion to grant FC Wunsch authority to enter into a services contract with PSTrax for use of their software under the terms contained within for a period of five years.

Vice-chair Purvine seconded.

All in favor, motion carried.

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

## **Chief’s Report**

**Calls for May** – 31 calls for May – 173 for the year; base jumper at Vista House landed in a tree – no injuries – trains were stopped; mutual aid trail call with Cascade Locks; jet skier had some exposure issues – Gresham responded with their new wave-runner

**Joint water rescue training with Gresham** – went very well – word is out to call us for use of the AquaEye

**Water Safety Event** – Dabney State Park at 10:00 a.m. on June 16 with Gresham – lifejacket stations, signs in Spanish and English – hoping media attend

**Training** – sent E64 and B62 with five of our members to Metro Advanced Wildland School in Molalla last week

**New Engine 62** – a couple of parts are missing – were given June 19 as new date

**Current Engine 62** – received a bid of \$15,000 from a current member; we have received no calls or emails in response to the add we put in the Daily Dispatch on May 12 with a minimum bid of \$20,000; FC Wunsch has had conversations with a representative from GovDeals.com as well; OA Timberman read the current board surplus property policy

Chair Shannon made a motion that subject to consultation with SDAO legal counsel regarding Oregon Public Laws themselves regarding the disposal of

surplus property authorize FC Wunsch to accept this bid to the extent it is lawful.

Director Smith seconded.

All in favor, motion carried.

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

Pending the outcome of the consultation we may need to update our policy.

**Awards Ceremony** – invitations are going out this week

**Scholarship Breakfast** – went very well – gross contributions were around \$8,800 – cost \$2,000

### **Items not on Agenda**

Temporary options to respond to serious medical emergencies, specifically calling the district directly were discussed. FC Wunsch is against this option. The liability of it is completely unknown.

2022 OSFM Wildfire Season Staffing Grant. All fire districts in Oregon are eligible to apply for up to \$35,000 for the 2022 wildfire season to put boots on the ground within their district. FC Wunsch envisions utilizing member patrols during significant weather and community events throughout the district. He submitted an application this afternoon and hopes to have a response for the board at our next meeting.

### **Agenda Suggestions for Future Meetings**

Letter to PGE requesting data from their weather station and understanding their algorithm for shutting off power

*Chair Shannon adjourned the Board Meeting at 8:40 p.m.*