

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

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**Present:** Chair Shannon, Vice-chair Purvine, Secretary/Treasurer McHenry, Director Smith and Director Weber

**Absent:** None

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

**Guests:** Fire Marshal Flood, Assistant Fire Chief Younker, Captain Snelling and Malcolm Freund

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

**Election of Board Officers for Fiscal Year 2022-2023**

Chair Shannon opened nominations for Fiscal Year 2022-2023 Board Officers.

Vice-chair Purvine nominated Matthew McHenry for Secretary/Treasurer.  
Director Smith seconded.

All in favor of Matthew McHenry for Secretary/Treasurer.  
*(5 yes votes: M. McHenry, V. Purvine, D. Shannon, J. Smith & F. Weber; 0 no votes)*

Director Smith nominated Victoria Purvine for Vice-chair.  
Secretary/Treasurer McHenry seconded.

All in favor of Victoria Purvine for Vice-chair.  
*(5 yes votes: M. McHenry, V. Purvine, D. Shannon, J. Smith & F. Weber; 0 no votes)*

Vice-chair Purvine nominated David Shannon for Chair.  
Secretary/Treasurer McHenry seconded.

All in favor of David Shannon for Chair.  
*(5 yes votes: M. McHenry, V. Purvine, D. Shannon, J. Smith & F. Weber; 0 no votes)*

**Facilities/Bond**

James Shannon, Partner, Mersereau Shannon LLP, introduced himself and provided a brief bio to the board. His role is to assist municipalities in meeting the legal requirements of placing a bond measure before the electors of the district. He reviewed the timeline of the bond process as presented at last month's board meeting.

The board reviewed a copy of the engagement letter for Bond Counsel Services for Proposed Approximately \$4,500,000 General Obligation Bond Measure. Secretary/Treasurer McHenry made a motion the board Chair sign the Mersereau Shannon LLP engagement letter for Bond Counsel Services for Proposed Approximately \$4,500,000 General Obligation Bond Measure 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)*

## **Minutes**

Chair Shannon asked for a motion regarding the June 8, 2022 Board Meeting minutes.

Vice-chair Purvine made a motion the June 8, 2022 Board Meeting minutes be approved as presented.

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)*

## **Monthly Financial Review**

Office Administrator Timberman presented the Fiscal Year 2021-2022 financial reports. All funds are within adopted budget appropriations for the fiscal year. The LGIP interest increased from .90% to 1.15% on June 27. There were no unusual or unplanned expenditures for June. She provided a recap of individual resources and requirements line items whose % of budget was higher than 100%.

## **Audience Testimony**

None

## **EMS Contract Negotiations**

Chair Shannon reported there has been no response to our last response to the county. He will follow up with Aaron Monnig.

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

Office Administrator Timberman reported the reading of the first draft of the policy took place at the June 8, 2022 meeting. No changes were made.

Vice-chair Purvine made a motion to adopt the policy as presented.

Director Smith seconded.

All in favor, motion carried.

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

## **Resolution #2022-07 Board of Directors Public Meeting Requirements**

The Board received a copy of the proposed resolution to set the public meeting requirements of the district for fiscal year 2022-2023.

Secretary/Treasurer McHenry made a motion to adopt Resolution #2022-07 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)*

## **Resolution #2022-08 Recognizing Receipt of 2022 OSFM Wildfire Season Staffing Grant**

The Board received a copy of the proposed resolution to recognize receipt of a 2022 OSFM Wildfire Season Staffing Grant in the amount of \$35,000. Fire Chief Wunsch explained his proposal to utilize the funds.

Vice-chair Purvine made a motion to adopt Resolution #2022-08 as presented.

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)*

## **Chief's Report**

**Calls for June** – 32 calls for June; OD save by crew including new paramedic Hofeld; local injured in vehicle accident – our EMT-I and paramedic response is benefitting us greatly

**Water District Board Meeting** – asked for half of the costs for Storz fittings and got a fourth; also asked to get the hydrant installation program up and running when a manager is hired

**Multnomah Falls** – introduced fire district to new management today

**Water Safety Event** – was well attended by the media; lifejacket program is up and running

**PSTrax** – had a Zoom meeting last month; five apparatus have been inventoried so far; we are hoping to begin using the app with a couple of the apparatus

**Awards Ceremony** – reminder that is being held on Saturday

**Bob Layton** – service to be held next Saturday; procession to Rooster Rock

**New Engine 62** – has been delivered; is getting lettered now; hoping to be in service by August 1

**Current Engine 62** – FC Wunsch received confirmation from SDAO legal counsel that he is authorized to accept the bid for this apparatus as discussed at last month’s meeting. The individual making the bid did not provide an update for the board as requested by the FC – he will follow up and report back to the board. If the bid falls through the apparatus will be advertised with GovDeals.com when it is taken out of service.

### **Items not on Agenda**

**Audit** – OA Timberman received and shared a copy of the engagement letter for the Fiscal Year 2021-2022 audit; field work is scheduled for Tuesday, July 26<sup>th</sup>; reports to be issued by the end of September and presentation to the Board to follow.

**PGE** – Vice-chair Purvine reported she and Fire Marshal Flood attended a Zoom meeting with PGE; she sent a recap of the meeting to the FC; OA will forward to the board.

### **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 7:35 p.m.*