

**Regular Board Meeting**  
**Corbett Fire District #14**  
**Board of Directors**  
**January 11, 2023**

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

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

**Guests:** Fire Marshal Flood, Assistant Fire Chief Younker, Assistant Fire Chief Snelling, Captain Martin, Malcolm Freund, Gary Purvine, Lt. Selden and family

*The Board Meeting was opened at 6:32 p.m. by Chair Shannon*

**Swearing-in Ceremony**

Fire Chief Wunsch administered the Lieutenant Oath to Lieutenant Selden. He has served as the interim Lieutenant at the Springdale station since October 1, 2022 and was appointed to fill the position for the term beginning January 1, 2023.

**BOEC**

Bob Cozzie - Director of Portland Bureau of Emergency Communications provided an update to the presentation he made to us at the December 2021 regular board meeting. Takeaways included improving dispatch accuracy by strengthening the relationship between the District and BOEC. This includes sending our volunteers to participate in sit-alongs at BOEC and BOEC dispatch trainees participating in information tours of our district. Staffing remains the biggest challenge however recent recruitments look promising. Overall, services have improved. The board thanked him for the presentation and answering all questions.

**Minutes**

Chair Shannon asked for a motion regarding the December 14, 2022 Board Meeting minutes.

Secretary/Treasurer McHenry made a motion the December 14, 2022 Board Meeting minutes be approved 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)*

## **Monthly Financial Review**

Office Administrator Timberman presented the December 2022 financial reports. All funds are within adopted budget appropriations for the fiscal year. The LGIP interest increased from 3.10% to 3.35% on January 6<sup>th</sup>. There were no unusual or unplanned expenditures for December. Property tax revenue collections to date are approximately 103% of the same period last year; the difference is approximately \$14K. The Cedar Creek conflagration reimbursement has been received; the resolution to appropriate the funds will be presented to the board later in the meeting. The Sturgill conflagration reimbursement has been approved and sent to accounting to be paid; payroll was processed on December 19<sup>th</sup>.

## **GO Bond**

Fire Chief Wunsch reported we have a meeting on Friday with Peter Fry and the surveyor. The Aims property acquisition is our first priority. We received a timeline for the bond sale from Mr. Ulbricht and should have proposals to review next month. Chair Shannon would like to see an analysis of the public bond market in comparison to the financial institution market. FC Wunsch will make the request.

## **EMS Contract Negotiations**

Chair Shannon received an email from Aaron Monnig asking us to send an invoice for the additional \$30K that has been approved for the current budget year. We will continue to pursue participation in future budget negotiations.

## **Resolution #2023-01 – Recognizing Receipt of Cedar Creek Fire Conflagration Reimbursement**

The Board received a copy of the proposed resolution to recognize the receipt of the reimbursement for the Cedar Creek Fire Conflagration.

Vice-chair Purvine made a motion to adopt Resolution #2023-01 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)*

## **Budget Calendar, Appointment of Budget Officer and Confirmation of Citizen Budget Committee Members**

Secretary/Treasurer McHenry made a motion to appoint Fire Chief Wunsch as the Budget Officer for FY 2023-2024.

Director Weber seconded.

All in favor, motion carried.

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

Director Weber made a motion to adopt the Budget Calendar for FY 2023-2024 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)*

Vice-chair Purvine made a motion to confirm the list of Citizen Committee Members as presented for FY 2023-2024.

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)*

### **Public Contracting Rules**

The Board was provided a link to a Basics of Public Contracting video resource at SDAO prior to the meeting. After some discussion of the video, Secretary/Treasurer McHenry volunteered to contact Eileen Eakins with Northwest Local Government Legal Advisors, LLC for guidance in setting public contracting rules policy for the District. Chair Shannon will contact the Colton Fire Department for resources as well.

### **Chief's Report**

**Water District** – There have been some allegations from the new manager that the fire department is breaking water lines; other water related issues have arisen; he plans to attend the next board meeting of the Water District

**Calls** – 467 calls for the year; busy latter half of the month with weather related calls; Job Corps had a water leak that resulted in shutting off water to the campus; covered a vehicle fire call at the Amazon warehouse in Troutdale

**EMR Class** – Starting February 1st

**Resignation** – Lt. Rogers resigned at the end of the year

### **Audience Testimony**

None

### **Items not on Agenda**

None

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

None

*Chair Shannon adjourned the Board Meeting at 8:28 p.m.*