

MINUTES

Mid- Columbia Fire and Rescue
Board of Directors Meeting
In Person / Virtually Held
1400 W 8th Street, The Dalles, OR 97058
July 19, 2021

1. CALL MEETING TO ORDER

Board President David Jacobs called the July 19, 2021, meeting of the Mid-Columbia Fire and Rescue to order at 5:30pm.

2. PLEDGE OF ALLEGIANCE

President David Jacobs led the Pledge of Allegiance.

3. ROLL CALL

Directors present: David Jacobs, Diana Bailey, Dick Shaffeld, Dave Peters, and Corey Case.

Staff present: Chief Bob Palmer, Assistant Chief David Jensen, Division Chief Jay Wood, Office Manager Stephanie Ziegler. Division Chief Fred Coleman was excused for training; however, he did attend after the training was complete.

Others present: Legal Counsel Tom Peachey.

There was no public that attended in person or via phone conference.

4. AGENDA CHANGES

Property annexation discussion was added to New Business.

5. OATH OF OFFICE FOR NEWLY ELECTED BOARD MEMBERS

Legal Counsel Tom Peachey administered the Oath of Office to newly elected Corey Case, who replaces Mike Cronin. David Jacobs was also re-elected, however Legal Counsel advised that he did not need to be re-sworn into office.

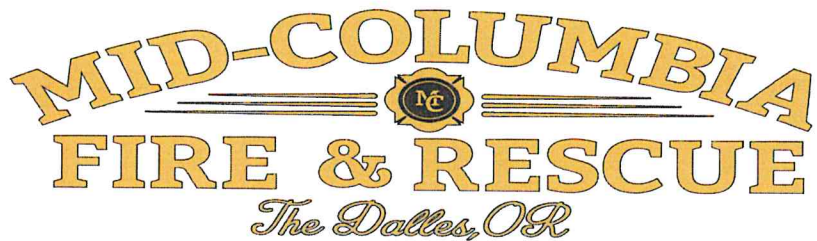
6. ELECTION OF BOARD OFFICERS

Director Bailey made a motion to nominate David Jacobs to Board Chair. Director Shaffeld seconded. All in favor 5 Ayes, 0 Nays. Motion passed.

Director Shaffeld made a motion to nominate Dave Peters as Board Vice-President. Director Bailey seconded. All in favor 5 Ayes, 0 Nays. Motion passed.

Director Shaffeld made a motion to nominate Diana Bailey for Secretary/Treasurer. Director Peters seconded. All in favor 5 Ayes, 0 Nays. Motion passed.

Election closed.



7. MINUTES

The minutes of the June 21, 2021, regular board meeting was approved as written.

8. PUBLIC COMMENT

There was no public comment.

9. FINANCIAL REPORT

- a. Cash Account Summary
Director Peters commented about the balance of the Reserved Fund. Chief Palmer stated that the balance of the Reserved Fund has additional funds built in in case it is needed for an emergency.
- b. Ambulance Service Financial Report
None.

10. COMMITTEE REPORTS

- a. Urban Renewal Report: Director Bailey stated there was no meeting this month so nothing to report.
- b. Enterprise Zone Report: President Jacobs stated there was nothing new to report.

11. FIRE CHIEF REPORT

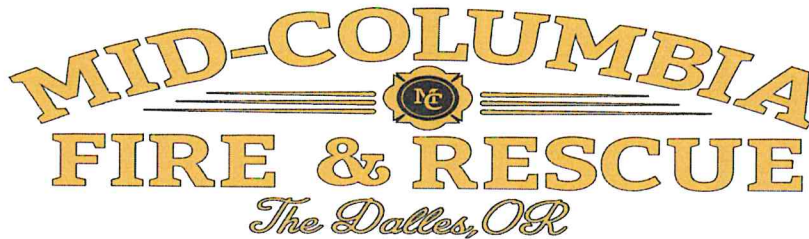
- a. Incident Reports/911 Statistics: Chief Palmer stated that we are 115 runs beyond where we were at this time last year and over 318 total calls then we were last year. Questions were asked about how the years past compare to now in the terms of revenue with ambulance runs. Director Peters and Director Bailey would like to see a comparison on the run counts for the last 5 years.
- b. Fire Chief Report: Included in Board packet. Chief Palmer read through his report giving some highlights on the different project that are on-going.
- c. Assistant Chief Jensen Monthly Report: Included in Board packet.
- d. Division Chief Coleman Monthly Report: Included in Board packet.
- e. Division Chief Wood Monthly Report: Included in Board packet.

12. CORRESPONDENCE

- a. Hood River County School District sent a letter thanking the staff on the May 27th Table Top Exercise our District took part in.

13. OLD BUSINESS

None.



14. NEW BUSINESS

- a. Property annexation. President Jacobs stated this would be just a discussion that there would be no decision made. Chief Palmer gave a quick overview regarding what the landowner would like to see happen. Landowner would like to have their property annexed into the Fire Districts boundaries. Legal Counsel Peachey stated the County Court would have the ultimate say in whether the property can be annexed into the Districts boundaries, however the landowner would also need the Fire Districts consent. The Annexation will need to be put on the Board agenda with a Resolution presented to the Board for a vote. Legal Counsel Peached stated the District has the right to say yes or no. Director Bailey stated she would like to see more information on the annexation before moving forward. Chief Palmer will write up a report based on the Board policy. He will also check with the County Court regarding their process.
- b. Information Sheet – Audit engagement process. The Auditor engagement letter included in the Board packet as Exhibit “A” engages the auditor to preform the audit for the Fire District. The engagement agreement is to be signed by Chief Palmer and President David Jacobs. No motion was needed, the Fire District has a 3 year contract with Friend and Reagan.
- c. Information Sheet – Budget Committee Members. 3 Budget Committee Members terms have expired. President Jacobs asked for a motion to either re-appoint the 3 members or to elect new members. Direct Peters made a motion to re-appoint Dr. Wallace Wolf, Kiel Nairns and Tom Ashmore to the Budget Committee. Director Bailey seconded. President Jacobs asked for a vote on re-appointing Dr. Wallace Wolf, Kiel Nairns and Tom Ashmore for the next three years to the Budget Committee. All in favor 5 Ayes, 0 Nays. Motion carried.
- d. Resolution No. 2021-05 “A resolution amending cost recovery fees for Fire and Rescue response.”. Information sheet included in Board packet. Chief Palmer gave a background on cost recovery. A discussion took place on the how the cost recovery program would work. President Jacobs asked for a motion to be made regarding Resolution No. 2021-05. Director Peters made a motion to approve Resolution No. 2021-05 a resolution amending the cost recovery fees to fire and rescue response. Director Shaffeld seconded. President Jacobs asked if there was any further discussion on Resolution No. 2021-05. Hearing none he called for the vote. 5 Ayes, 0 Nays. Motion carries.

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- e. Resolution No. 2021-06 "A Resolution Approving Procurement of Emergency Response Apparatus". Information sheet included in Board packet. Chief Palmer informed the Board that this is a budgeted item. The 2021-2022 Budget included two Wildland Type III apparatus. After some discussion President Jacobs stated he would entertain a motion. Director Bailey made a motion to adopt Resolution No. 2021-06 Procurement of Emergency Response Apparatus through the Houston-Galveston Area Council HGAC Group Purchasing Contract. Director Peters seconded. President Jacobs asked if there was any further discussion on Resolution 2021-06. Hearing none he asked for the vote. 5 Ayes, 0 Nays. Motion carries.
- f. Resolution No. 2021-07 "Adding and removing authorized check signers for Mid-Columbia Fire and Rescue". President Jacobs stated Mike Cronin needed to be removed from the checking account and Corey Case needed to be added. He also stated that all the board members needed to be reinstated as check signers. Chief Palmer will get the new cards and have everyone sign. President Jacobs asked for a motion. Director Bailey made a motion to adopt Resolution No. 2021-07 Adding and removing authorized check signers for Mid-Columbia Fire and Rescue. Director Shaffeld seconded. President Jacobs asked for the vote. 5 Ayes, 0 Nays. Motion carries.

15. GOOD OF THE ORDER

Letter to the Auditor was turned in by President Jacobs and Director Jacobs. Director Shaffeld asked about the SDAO meetings that the Board needs to attend. The District receives credit when Board members attend the meetings. Chief Palmer advised of the meetings that will start happening in the fall and the spring.

16. ADJOURNMENT

President Jacobs adjourned the meeting at 18:59pm



Board President



Secretary/Treasurer