

LA PINE RURAL FIRE PROTECTION DISTRICT
Board of Directors Regular Meeting
51550 Huntington Road, La Pine, Oregon
Meeting Minutes September 8, 2016

Open Meeting: Board President Doug Cox called the meeting to order at 9:02 am and led Flag salute

Roll Call:

Directors Present: Larry South, Doug Cox, Joel Witmer, Bob Denend

Directors Absent: Jerry Hubbard

Staff Present: Chief Mike Supkis, Assistant Chief Dan Daugherty

Staff Absent: Office Manager Bonita Johnson

Public Forum:

Present: Five La Pine Fire District Resident Student Recruits – Griffin Allen, Shane McCarrol, Dakota Furrer, Eric Halfman and Madison Huff.

Students introduced themselves and each provided a brief background. Directors welcomed new students into program and organization.

Corey Mисley, City Manager, City of La Pine

Introduced self and answered questions from Board Directors and Staff.

The consensus of the directors was to move up Old Business item A. County Road Landscape Proposal as this project involves the City and also discuss it now.

- Director Denend requested update on La Pine City's plan for assistance with Landscape proposed by Deschutes County for the road swale in front of the administrative office. Mr. Mисley stated the City's position is the swale in front of the administrative office is on fire district property with a County easement, and not technically public right of way. Mr. Mисley stated the City just passed an ordinance that all right of way improvements will need to be maintained by the adjoining property owner. Director Denend asked who was maintaining the new 1st Street project landscaping. Mr. Mисley stated a contractor (for the City) was this year. Director Denend asked isn't that what urban renewal was for? Mr. Mисley gave an explanation of La Pine Urban Renewal and its budget and expenditures which was to hire university students to do a visioning project for City Hall. Chief Supkis updated Mr. Mисley of the prior City Manager's and current Mayor's presentation to the Board of Directors and the City's selling points for forming an Urban Renewal District and

sweeping (school, road and public safety) tax funds; one which would include landscaping along Huntington, in specific, “the swale”.

- Director Cox requested update on the previous request from La Pine Fire District requesting the City to return the district original water meter after it was required to purchase a new one last year due to the City’s water rate hike issue. Mr. Misley said he was unaware of the issue and would check.
- Director Cox inquired about an update on the City’s plan for water pressures and improvements as was promised by early summer for current and long range support for construction projects. Chief Supkis noted that current fire flow is inadequate in many areas to support any new growth per the state codes and the City had indicated in writing (as to allow current new development to proceed) they would have an initial fix in place by early summer 2016. Director Cox stated that the district Board favors development however, properly done to code, and did not want the District being blamed for City’s failures to provide sufficient fire hydrants. Mr. Misley responded that he was new to the position, as well as, was the public works director and he would look into the status but he was unaware if the current situation was causing any development problems. . Mr. Misley stated the City was looking at a major project and USDA loans to expand the water system to unserved parts of the City.
- Chief Supkis noted that has been significant development interest within the community that is stalled due to infrastructure issue such as fire flows. Developers and contractors are approaching La Pine Fire District on a frequent basis (prior to seeking City planning review - and paying the fees assessed by the City for such plans review) to find out what infrastructure is in place, or that will be needed, thus to see if the project is even feasible.
- Director South requested that Mr. Misley insure issues brought forward involving the City of La Pine from the Fire District will be priority with the City.
- Director Denend asked what meetings a fire district board member should attend to introduce District issues to the La Pine City Council. Mr. Misley state the Council was busy and there was not room on the current agenda and suggested possibly a future council work session.
- Director South asked if the City’s planned increases in water rates would be 30% as been heard? Mr. Misley stated the water rate is scheduled to go up only 3% in each of the next three years. Chief Supkis asked if that also included the mandatory sewer fees which are part of the City’s water bill. Mr. Misley stated sewer rates would also be going up 10% each of the next 3 years. The net effect would be more than a 39% increase overall.
- Director Denend inquired to the cost to the City of La Pine for the “new” city pine cone logo. Mr. Misley reported \$5,000 was spent of City dollars with the remaining \$10,000 paid through a development grant.

Andrea Hine (Newberry Eagle)

Introduced self and discussed the paper's desire to work with the Fire District to capture the District's direction, how the fire district contributes to the community, student program and any other means they can help to educate the public about what is happening with the Fire District. A short discussion was held on the district recent fire prevent campaign - Guberif - that was in this month's Eagle and that they would be doing an article on the student firefighters and the Fire District's program.

Approve Minutes- Regular Board Meeting August 11, 2016

No comments or changes

Action: Director South moved to approve minutes for the August 11, 2016 meeting as presented. Second by Director Denend; motion passed by 4-0 vote.

Financials

- A. The Monthly Bills. Staff answered questions regarding expenditures and current revenue & expense statement.
- Director Denend inquired about:
 - Line 8240 SCBA Air Compressor. Staff reported annual service was completed in August and that the district also had a few recent repairs to the 26 year old machine.
 - Line 8305 Structural Maintenance. Staff reported on the station 101 bay LED relamp project was ~\$4,000 and expected energy efficiency and rebate credit towards costs. Rebate should cover ~80% of the cost but will go into the Misc. Income line.
 - Line 8404 Fire Training. Staff reported organization is active with training with two ongoing academies and purchases to support training efforts this past month.
 - Final line on last page of current revenue & expenditures document requesting reason why it shows a final budget amount at 119%. Staff requested the opportunity to report back the reason during the next regular board meeting.

 - Director South inquired about line 8105 Vehicle Breakdowns requesting what contributed to costs. Staff reported a number of costs were associated with the medics that has some significant repairs (especially unit 173, the 2006, with over 200K miles) such as suspension and axle parts, brakes, fuel injectors and electrical systems. A discussion was held on the

challenging road conditions in the La Pine area, with some neighborhoods with no or varying levels of road service areas.

- Director Witmer inquired about line 8456 Reserve Personnel PPE requesting if expenditures are normal for this time of budget year. Staff confirmed normal expenditures for time of year due to influx of new students and the ordering uniforms for the year.

Action: Director Witmer moved to pay expenses presented from 8/12/16 – 8/31/16 in the amount of \$183,855.63. Second, by Director South; motion passed by 4-0 vote.

Management Reports - Reviewed

- A. Staff reporting that August alarm and call report will be introduced during next regular board meeting.
- B. Building Permit Report- Discussed City of Bend planning process
- C. Chiefs Report Discussion:
 - Director South inquired about 8/17/16 non-emergency medical incident. Staff discussion regarding alarm.
 - Director Denend inquired about 8/30/16 station 101 near miss with helicopter. Staff reported on incident and efforts to prevent additional occurrences.

Correspondence / News

- A. Director Denend asked about attending the upcoming 2016 Oregon Fire Service Conference that will be held in Bend in late October. Discussion regarding association and conference content. Chief Supkis stated staff will sign up anyone interested.

Old Business

- A. Landscape Proposal from County Road Department
 - Chief Supkis reported on the current status and design of the proposed landscape on the County swale in front of La Pine Fire Administrative building.
 - Directors discussed Deschutes County and City of La Pine commitments and or lack of commitments, to project including the design, financial commitments, maintenance, water, and new city ordinance.
 - Directors gave Staff direction to move forward with working with Deschutes County on the project, and to include piping water from station 101 well water to the site for future irrigation.

New Business

A. Discussion on Job Shadow Program

- Chief Supkis reported on the current status of the La Pine High School Job Shadow program and the La Pine Fire District's participation. Oregon high school students are required for graduation to have completed so many hours of "Job shadow". Each year the district hosts 20 to 30 high school students, one at a time, for about 8 hours each. Over the last 7 years not one of these students has even applied to the district's student firefighter college scholarship program nor has shown any interest in the career or a related field. Currently the program appears to be more of a convenience to the student and school and to get a box checked with no expectations. Staff recommends re-evaluating and suspending the district's participation in the program until changes that can refocus our limited resources to a program of excellence and success and discussion on how to do so with the high school. Staff would like to see a program that provides more career defining value to the students than currently exists and have looked to other models with in the State of Oregon that have much higher expectations.
- Directive was given by Board of Directors to Staff to provide a letter to the La Pine High School Principle reporting the Fire Districts intent to take a year off from participating in the general job shadow program and to focus on the reasons and desire to see new program elements and requirements developed for future participation.

B. FY 2015/2016 Audit Engagement

- Staff introduced the August 23, 2016 letter of engagement from Barnett & Company CPA's setting forth the understanding for the audit services for fiscal 2015/2016.

Action: Director Denend made a motion to approve the Audit Services as outlined in the Barnett and Company August 23, 2016 engagement letter. Second by Director South; motion approved by a 4-0 vote.

Good of the Order

- Staff reported on station 103 construction project. The project is held up in the County Planning Department waiting for site plan approval and building permits. Applications were submitted in mid-June and at that time was told 8-12 weeks! Also have not been able to get a response from the County on sewer issues.

- Staff reported on station 101 Storm Water/Pavement Improvement Project. All the parts are in for the sump pump for the 101 bays and should be installed this month. Staff is awaiting the final return of RFPs for the project, due October 21. Currently one local vendor has been responsive and working on a RFP. RFP was advertised on the State and local contractors bid boards as well as notice of the project sent to the known vendors in Central Oregon.
- Staff reported on plans for upcoming Engineer Academy to take place September 12-15.
- Staff reported on board member training opportunity. Central Cascades Fire is hosting an upcoming SDAO board training October 19, 5pm (dinner provided) where Jeff Griffin, WHA Insurance - our agent of record, is presenting on district risk management and decision making.
- Reminder to Board Directors at the October meeting will have SDAO in attendance a for the requested board assessment. Plan on lunch and 90 min workshop following regular board meeting.

Next Meeting: Regular Board Meeting on Thursday October 13, 2016 at 9:00 am

Adjourn Board Meeting

Director Denend made a motion to adjourn the board meeting. Second by Director South; the meeting adjourned at 11:27 a.m.

Respectfully Submitted,

Dan Daugherty – Assistant Fire Chief
 Bonita Johnson- Office Manager

Date Presented to Board and Approved _____

Board Secretary _____

Board President _____