

LA PINE RURAL FIRE PROTECTION DISTRICT
Board of Directors Regular Meeting
51550 Huntington Road, La Pine, Oregon
Meeting Minutes May 11, 2017

Open Meeting Board President Doug Cox called the meeting to order at 9:00 am and led the flag salute.

Roll Call

Directors present: Doug Cox, Jerry Hubbard, Joel Witmer, Larry South and Bob Denend.

Directors absent: None

Staff: Chief Mike Supkis, Assistant Chief Dan Daugherty and Office Manager Bonita Johnson

Public Forum: There was no public present at this meeting

Approve Minutes - Regular Board Meeting April 13, 2017.

Action: Director Hubbard moved to approve minutes of the April 13, 2017 board meeting as presented. Second by Director South; the motion passed by a 5-0 vote.

Financials

A. The Monthly Bills. Staff answered questions regarding expenditures and current revenue & expense statement.

Director Hubbard inquired about:

- The amount of expenses paid out fiscal year to date vs. the expenses allocated in the current year's budget. Chief Supkis reported the district is on track with expenditures and expect to come in right on or slightly under budget overall.

Director Denend inquired about:

- The expense for additional liability insurance listed on the vendor detail for the remodel and new addition at station 103. Staff reported SDIS requires coverage for a building or remodel project; costs is calculated on the total project costs and prorated for the remainder of the 2017 plan year.

Director South inquired about:

- Line 6050 Intern Grant – inquired about the difference in expenditure and budget. Staff reported the budget was for two interns and only one intern applied. Staff has budgeted for two interns next fiscal year.
- Internet Wireless – inquired why the April charges for internet services was two hundred dollars higher than previous months. Staff stated there are three separate Century Link invoices each month (Station 102, Station 103, Admin/Station 101). They occasionally do not line up with the district’s monthly budget reporting periods. Staff will review all charges and make any necessary corrections to the correct month.

Director Cox inquired about:

- Line 2235 SCBA Repairs. Inquired about the life of the SCBA bottles and hydrotesting. Staff reported that SCBA bottles have a life of 15 years with hydrotesting every 5. Ours are 11 years old and bottles were all hydrotested last fiscal year and will not be tested this year. The SCBA are scheduled for replacement on the capital replacement list and the district has applied for a grant along with a new SCBA air compressor.

Action:

Director Hubbard moved to pay expenses presented from 4/14/17 – 5/11/17 in the amount of \$307,260.01. No further discussion or comments. Second, Director Denend; the motion passed by a 5-0 vote.

Management Reports – Reviewed.

Review and discussion on call volumes, building permits. Monthly Alarms Report and notable incidents discussed.

- Discussion on building permits valuations are seven million dollars more than the previous year at this time, most is residential construction.
- Call volumes continue to rise along with multiple calls at the same time.
- In April, there were six days with 8 or more calls and five days with three calls within a very short of time requiring mutual aid twice from Sunriver.
- One day had 11 calls within 24 hours; then the next day - none.

Correspondence/News

- A. Thank you - Achatz
- B. Thank you – La Pine High School
- C. Wise Buys – Spring is the Time – Clear Clutter – Make Defensible Space, Board Meeting
- D. KBND - La Pine Home Damaged by Fire
- E. KTVZ – Second Fire Breaks Out at Same La Pine Home
- F. KTVZ – FireFree Yard Debris Recycling

Old Business

- **Review District Service Priorities.** Director Witmer consolidated the potential district provided services and priorities list into a more manageable document that was reviewed. The directors commended Director Witmer for a job well done. After the review it was discussed whether the current district services priorities and documented in the Strategic Plan and Standard of Cover Documents is what the Board wants to continue with as prioritized? Board consensus was there was no needed changes at this time.
- **Spring Facilities and Equipment Inspections Report.**
 - Staff conducted the quarterly facility inspection; Crew had done an excellent job with facilities, equipment and gear. Handful of minor immediate overlooked clean-up things and light bulb level were found. No new major findings that are not on the long range facilities planning.
 - The floors at station 101 and 102 were professional stripped to remove years of wax build up and waxed with a commercial grade wax.
 - Staff detailed and waxed all apparatus and were excellent.
- **Facilities Projects Updates – 103, 101 paving.**
 - Station 103 dorm construction has started again. Foundation and floor has been poured. Framing to start.
 - Vic Russell Construction has started prepping for the paving project at station 101. Crews will be turning apparatus to exit out of the backside of the bays as necessary during the project until the paving is complete.
 - Crews are researching security cameras for the stations.
- **Miscellaneous.** Staff participated in Career Day at La Pine High School. There was a good turn out from community vendors but there was not a lot of interest towards the fair and the fire service from students.

New Business

- A. **Budget History and Projections.** Chief Supkis gave the board an overview of the 2017/18 proposed budget and capital project planning to date.

Special Meetings and Workshops

- Budget Workshop - April 18, 2017 - 6 pm - Station 101.
- June 14, 2017 – Skills and Assessment for part time Administrative Assistant. The board was invited to participate in the process.

Good of the Order

- Project Wildfire/FireFree Yard Debris Disposal La Pine Transfer June 2nd and 3rd.

Next Meeting: Regular Board Meeting on Thursday, June 8, 2017, 2016 at 9 am.

Adjourn Board Meeting

Director Cox adjourned the board meeting at 10:07 am.

Executive Session 192.660.d Labor Negotiations update 10:08 to 10:15

Respectfully Submitted,

Bonita Johnson
Office Manager

Date Presented to Board and Approved _____

Board Secretary _____

Board President _____