

**LA PINE RURAL FIRE PROTECTION DISTRICT
Board of Directors Regular Meeting
51550 Huntington Road, La Pine, Oregon
Meeting Minutes September 14, 2017**

Open Meeting Director Cox opened the meeting at 9:00 a.m. and led the flag salute.

Roll Call

Directors Present Doug Cox, Bob Denend, Larry South and Joel Witmer.
Directors Absent Jerry Hubbard
Staff Present Chief Mike Supkis, Assistant Chief Dan Daugherty, Office Manager Bonita Johnson and Administrative Assistant Joyce Engberg.

Agenda Order Director Cox made an agenda order change to moving up Good of the Order, Item A, Introduction of new recruits.
The seven new recruits were in attendance along with Reserve Program Coordinator Firefighter Jerome. Each recruit introduced themselves and gave a short bio and expressed their interest in a fire career.

Break After introductions of the new recruits, Firefighter/Medic Matt Ryan and new recruits gave a demonstration on the new water rescue rapid deployment raft.

Public Forum Ponderosa Pines property owners Jeff and Marsha Harris were in attendance to seek support from the La Pine RFPD board of directors to approve an alternate evacuation route in the Ponderosa Pine Subdivision. The matter had been brought to the board at the last meeting and board tabled the issuance of a district letter in support of the matter until the September meeting to allow further review and action.

Brooks Lane property owners, Chery and Rusty Hoar, were in attendance and voiced an opposition and concern to the proposed alternative evacuation route onto Brooks Lane that it would increase traffic in their neighborhood do to unauthorized access to traffic control influx on Brooks Lane. Also, the ability to maintenance the access road all year as well as increased traffic on Brooks.

After each party had a chance to speak the directors thanked them for their input.

Agenda Order Old Business: Item A. Ponderosa Pines proposed emergency access.

The board reviewed a letter drafted to Jeffrey and Marsha Harris stating the District's support for two ways in and out of neighborhoods for the purposes of emergency access/egress. The new Oregon State Fire Codes, section D107.1 now requires, for new development with more than 30 one or two family residential dwelling units, to have two separate and approved emergency access roads; however, Ponderosa Pines was developed prior to this change. The letter stated the requirements for what is considered an "approved road", signage and year around maintenance of such roads. The fire district stated they were not opposed to a gated emergency access/egress if that will help build consensus among the stakeholders concerned about unauthorized access, traffic, maintenance, liability, etc. After review the board took action.

Action: Director Denend moved to send the letter to Jeff and Marsha as drafted and to send copies to all parties mentioned in the letter. Second, by Director South; the motion passed by a 4 – 0 vote.

Approval of Minutes Regular Board Meeting August 10, 2017.

No changes or discussion.

Action: Director Witmer moved to approve minutes of the August 11, 2017 meeting as presented. Second, by Director Denend; the motion passed by a 4 – 0 vote.

Financials

- A. The monthly Bills. Staff answered questions regarding expenditures and current revenue & expense statement.
- Director Denend inquired about:
 - Line 6211 WBF. Inquired what the expenses was and when paid. Staff stated WBF is an Oregon payroll tax, workers benefit fund. The employee and employer tax assessment is a percentage based on actual hours worked per pay period and paid to the State of Oregon quarterly.
 - Line 6234 Employee Assistance Program. Inquired if expense is paid monthly or quarterly. Staff report they bill quarterly but their quarterly billing are not the same as our fiscal year therefore the months June through August appear monthly.
 - Inquired about expense paid to The Western Daily Dispatch. Staff advised expense was associated with advertising to establish a current hiring list for the position of Firefighter Paramedic. The district currently has one vacancy.
 - Line 6445 Stryker Gurney Maintenance. Inquired about the expense being listed as paid annually but did not see where it was paid in the 2016/17 fiscal year. Staff reported the district has not received an invoice for last fiscal year.
 - Line 6855 Hose Testing. Inquired why the expense exceeds the budgeted amount (\$3,168 vs \$2,500). Staff stated the reserve staff and new recruits does hose

testing every July and participation varies on which students are available to help. This year there was a large turnout and expense went over budget.

- Line 8235 SCBA Air Pack Repairs & 8240 SCBA Air Compressor. Inquired how the new FEMA grant received for Air Pack replacement will affect these lines? Staff reported the expense will decrease somewhat after next year with new air packs needed less major maintenance parts but compressor annual maintenance expenses will continue about the same.
- Director South inquired about:
 - Line 6105 Overtime Line Staff. Inquired about 38.47% of the budget expended for overtime. Staff stated overtime is difficult to project. This year the district has two career staff off on family leave due to child birth; two with injuries (not related to job) and various other midsummer illnesses. Staff stated overtime it is projected at a percentage which is evaluated each year. Contingency is available to be used where needed, especially in personal services, which gives flexibility to more than one category.
 - Line 8115 Routine Maintenance. Inquired about the \$7,213.20 expenditure in the months of July and August. Staff report the Sunriver shops did the annual pump testing on Engines as well as several periodic services on the medic units.

Action: Director Witmer moved to approve monthly expenses presented from 8/11/17 – 9/14/17 in the amount of \$421,219.98. No further discussion or comments. Second, Director South; the motion passed by a 4-0 vote.

Management Report

- A. Review and discussion - Call volumes, building permits.
- B. Monthly Alarm Reports and some notable incidents discussed.
 - Staff gave the board an update on the Station 103 addition. Repairs have been made to water and IT lines that were damaged by the contractor. One issue was domestic low water pressure to the existing shower which is being investigated. Waiting for fire alarm and fire sprinkler tests. Staff has provided the contractor with a project completion punch list. The contractor anticipates the project to be done in the next couple of weeks.
 - 8/15 water rescue 3 victims on the Deschutes river. Tourists floating the river got entangled with a sweeper (tree in the water) near Forest Acres. The new rescue equipment was not in service for this rescue; Existing throw ropes and life jackets were used.
 - The LED lighting conversion project in the existing living spaces at Station 103. District contract electrician slated to complete apparatus bays as his time permits.

Correspondence / News

- A. Donation – OWW I
- B. SDIS Workers Comp FY 16-17 Update
- C. Bend Bulletin – Warm Springs Fire

- D. KATU – Highway 97 MVA
- E. KTVZ – Highway 97 MVA
- F. KTVZ - Fire Destroys La Pine Area Home, crews stop wildfire
- G. Wise Buys – Camp Fire Ban, Board Meeting, 911 Emergency Notifications
- H. KTVZ – McKay Butte Fire
- I. KTVZ – Nash Fire
- J. Newbery Eagle – Board meeting, Mayor’s Corner – LRFPD weed control efforts
- K. FEMA grant award – EMW-2016-FO01017 – SCBA Air Packs, Compressor

Old Business

- A. **Ponderosa Pines proposed emergency access.** Moved up on agenda.
- B. **Emergency medical services reimbursements from medical providers discussion.**
Continued discussion from the August 10 board meeting to consider billing the medical provider’s office who initiates a request via 911 to transport a patient from a higher level of care instead of the patient who often think they do not have a choice in the matter. Patients (and their families) then have to deal with the consequences of going through the emergency 911 system, critical transport service, and ER which may have not been in their best interest. District can consider an ordinance, along with it’s public process, sometime in the future. The chief will reach out to other fire chiefs to discuss how their agency is handling transports of this nature.

New Business

- A. **Miscellaneous.** Klamath County Board of Commissions Letter Received and Response.

Letter Received. On September 7, the district received a letter from the Klamath County Board of Commissioners advising they are considering a change to the way tax revenues are distributed to taxing districts within Klamath County. The proposed change would be distributing 97% of assessed for the current tax year, to be made before November 30 and propose making a one-time payment for all past property taxes not collected. They will hold two public meetings on September 27 and October 23 to discuss the proposed change and take comment.

Proposed Response Letter. After a discussion it was the consensus of the board the District is not in agreement with the proposed tax processing change. A draft letter was reviewed that stated the opposition and believes that government should be effective, resourceful, and transparent in delivering the exact services its citizens pay for and the County’s legal duty is to assess property, collect taxes, and distribute those property taxes. It is not the County’s duty (and its taxpayers to be a bank or financial institution). Based on past history the fire district would lose 3% on 12% of property taxes normally paid in full each year after December 1. These taxpayer funds would then get redirected for purposes they were not approved for.

Action: Director South moved to approve the letter to the Klamath County Commissioners stating the District’s disapproval to change the way tax revenues are distributed to taxing entities. No further discussion or comments. Second, Director Witmer; the motion passed by a 4-0 vote.

Special Meeting and Workshops - None

Good of the Order

- Director Witmer will be out of town for the October board meeting.
- MASA enrollment form distributed to the board members.
- Discussion on winter jackets for board members.
- Career firefighter paramedic recruitment advertised to establish a hiring list and fill one vacancy.

Next Meeting – Regular Board Meeting – Station 101 – Thursday, October 12, 2017 at 9 a.m.

Adjourn Board Meeting – Director Cox adjourned the board meeting at 11:20 a.m.

Respectfully Submitted,
Bonita Johnson
Office Manager

Date Presented to Board and Approval _____

Board Secretary _____

Board President _____