

LFA Board Minutes

Lane Fire Authority & Santa Clara Fire

Minutes for May 21st, 2020 Board and Budget Meeting 88050 Territorial Hwy., Veneta

The regular board meeting for Lane Fire Authority was called to order at 6:05 p.m. by board president Greg Deedon.

Board Members Present:

Pete Holmes Bill Clendenen Ryan Walker John Baxter Greg Deedon

By virtual meeting

Rod Graves Susan Smith Don Phillips Russ Sirotek Frank Taubenkrau

Minutes, Treasurer's Report and Bills:

Topic	April 2020 Board Minutes
Discussion	April board minutes will be amended to reflect board member attendance by virtual conference rather than "by phone."
Action taken	

There were no questions regarding the treasurer's report. The dollar amount allowed for overtime is over budget due to the budgeted amount being too low to begin with. Overall, we are at 84.2% of the budgeted amount which does not reflect May or June overtime amounts. Money may need to be moved from the contingency fund.

Next month a transfer resolution will need to be done in order to move SCF funds from the general fund to capital outlay fund according to budget.

Generally, LFA is doing alright but there may need to be some transfers before the end of the fiscal year - primarily from the LFA contingency fund to personnel services.

Chief Borland would like the most current profit & loss sent rather than about 30 days after the fact. The profit & loss will be run from the 10th of the month through the 10th of the month. By doing this, board members will have more current budget numbers.

The projected amount the district should receive prior to the end of the fiscal year is approximately \$1,225,000. Chief Borland feels the year will end with the district having about \$400,000-\$500,000 in the bank. This does not include what is expected from the October mobilization which is approximately \$150,000. Chief Borland hopes to have that before the end of the 19-20 fiscal year.

LFA owes SCF \$100,000 for half of the medic unit and Chief Borland would like to have that payment completed at the end of the fiscal year if at all possible.

SCF Bank Accounts – Cheryl would like to have the accounts consolidated. The accounts have not been used in a couple of years. Ultimately she would like SCF to have one Banner Bank account.

SCF Volunteer Association \$10,000 Check - When the SCF Volunteer Association dissolved, a line item was associated with 161 in the amount of \$10,000, that \$10,000 was given to the LFA Volunteer Association. Because 161 is owned by SCF, the money is being returned to SCF for maintenance and repairs that may be needed. The check will go into the SCF Banner account and show as miscellaneous income.

Topic	SCF Banking Accounts
Discussion	After discussion, SCF board members elected to accept the \$10,000 check from the LFA Volunteer Association. Board members determined that Selco account funds will be deposited in the LGIP and the account closed, with the exception of \$10,000 that will go to the SCF Banner Bank Account. Banner Bank will become the only banking account for Santa Clara
Action taken	Rod Graves made a motion to deposit all Selco monies into the LGIP except for \$10,000 that will go into the Banner Bank Account. Don Phillips seconded all ayes.

Correspondence:

Chief Borland read a thankyou card from a community member.

Chief's Report:

Covid 19 – The Covid committee met Wednesday. Lane County has been approved for phase 1 reopening. LFA will continue its current PPE practices for Covid.

General public CPR classes will not be held. For CPR classes that are held, no more than 20 students will be allowed and we will go to them. Distancing, masks disinfection etc. will be observed.

The front office at 101 will remain closed for now. The Covid committee will reevaluate this as time goes on.

We don't want any group larger than 20-25 during drill nights. EMS drills have not been offered because a large number of people tend to show-up.

Once phase 2 begins the Covid committee will meet again.

ODF Tender Stand-by – LFA and ODF have cooperated in doing this for a number of years. Three LFA members will make up part of the ODF stand-by team this year.

Alderwood Station – A seasonal crew for ODF will most likely be staying at the station during fire season. Covid restrictions will need to be in place.

Pack Test - LFA grandfathered everyone who did testing last year. New folks were pack tested. This year there will need to be Covid PPE i.e., disinfection supplies, physical distancing etc. available.

Covid Expenses - The district has submitted for reimbursement of \$30,000 for Covid expenses i.e., staff time and supplies.

California Fire Payment – Hopefully the payment will be received in the next couple of weeks.

LCC Contract for Ride-a-longs – a contract has been signed for ride a long paramedic students. LFA will receive \$300 per student. The supervising paramedic from LFA will receive a stipend under this contract.

LifeFlight – A report on LifeFlight revenue will be part of the board packet every month. LFA will cover both ground & air transport.

Cancellations – Among cancellations due to Covid are: Lane County Fair, OFCA Conference, Oregon Volunteer Fire Fighter’s Association Conference, Oregon Country Fair and the Oregon State Fair.

IAFF - Bill Potterf, shop steward, reported they are working hard to keep people safe. It’s been difficult but the job is getting done. Bill thanked everyone for their support.

Public Comment:

None

Volunteer Association Input:

John Leaton reported the Association board has their first membership meeting. Dispatch was presented with coupons for pizza as a thank you for their efforts during Covid. Scholarship recipients will be chosen in June. Currently there is no one on the current board who wants to fill any board position. The 20-21 budget has been completed-allocations will stay the same. No social activities have been planned during the summer due to Covid. Traditional December activity dates have been set.

President Leaton is very concerned about the health of the organization. Volunteerism has reduced over the years. Unless the participation level increases, the Association will be facing huge changes.

New Business:

Budget Hearings

Topic	LFA Budget Hearing for Fiscal Year 2020-21
Discussion	Greg Deedon opened the LFA budget hearing at 7:30 p.m. Board members previously received a copy of the resolution. No public comment was made. Chief Borland read aloud resolution 2020-21 number 2.
Action taken	John Baxter made a motion to adopt Resolution 2020-21 Number 2, seconded by Pete Holmes. All ayes.

Topic	SCF Budget Hearing for Fiscal Year 2020-21
Discussion	Russ Sirotek opened the SCF budget hearing at 7:30 p.m. and read the resolution aloud Board members previously received a copy of the resolution. No public comment was made Chief Borland read aloud resolution 2020-21 number 2.
Action taken	Rod Graves made a motion to adopt Resolution 2020-21 Number 2, seconded by Don Phillips. All ayes.

Both budget hearings were closed by respective presidents at 7:37 pm.

November Operation Levy – Now that the 20-21 budget is completed, the district needs to turn attention to the future and how to operate effectively and efficiently with funding the district receives. Chief Borland, along with the budget committee feel the best way to heal the budget is a November operation levy. An operation levy has been discussed at board meetings as well.

LFA must do something different. We cannot continue to take out larger and larger tax anticipation notes.

Chief Borland wants to be certain that board members are on-board with an option levy. Thus far, the amount mentioned is 5.0 /thousand. Along with operating expenses, Chief Borland would like to create an engineer position at station 101, 24/7. From there he would like to build towards an engine company (at 101). The engineer position would require approximately one half of the .50/thousand amount. The other approximate half would go toward operations and building reserve funds.

Currently a resolution is with the attorney for review – a resolution will be on the June agenda.

State Deficiency Letter – A letter, drafted by our auditor, addressing areas of deficiency was previously sent to board members for their review. Each board president signed their respective district's letter.

Old Business:

Topic	LFA Resolution 2019-20 Resolution 9 Poodle Creek Property(16-06-31 Lot 500) Annexation
Discussion	The LFA board previously approved annexing this property at the June 15 th , 2017 board meeting. A resolution is required by Lane County - resolution 9 is for housekeeping purposes. Chief Borland read aloud resolution 9 which board members previously received.
Action Taken	Pete Holmes made a motion to approve the resolution, seconded by John Baxter. All ayes.

Vehicle/Apparatus Rotation - Captain Thompson would like to be able to surplus some older vehicles and move apparatus to different locations. Specifically he would like to move SCF Engine 117 to Station 111 in Crow, and Squad 117 would come to Station 101. The Santa Clara board was in agreement and happy the equipment will be used.

Chiefs Position - Chief Borland reminded both boards that his year as Interim Chief will be up in June. He would like the board to be thinking about what they would like to do with regard to the chief's position. This will be a June agenda item.

Chief Borland feels comfortable with two at the top and feels this is a good configuration for the district. He is willing to continue as the fire chief.

Adjourn:

There being no further business, the regular business meetings of Lane Fire Authority and Santa Clara Fire were adjourned by respective board presidents at 8:13 pm.

NEXT REGULAR BOARD MEETING: June 21st 6:00 p.m. SANTA CLARA STATION

LOCATION: