

# Lane Fire Authority

## Minutes for June 21st, 2018 Board Meeting

88050 Territorial Hwy., Veneta

The regular board meeting for Lane Fire Authority was called to order at 6:05 p.m. by board chair John Baxter.

### **Board Members Present:**

Pete Holmes    Bill Clendenen    Ryan Walker    John Baxter    Greg Deedon

Also Present: Chief Randy Wood and board members Susan Smith and Russ Sirotek.

### **Minutes, Treasurer's Report and Bills:**

May board minutes were approved.

There were no questions regarding the Treasurer's Report.

### **Correspondence:**

Chief Ney read a thankyou note from a home owner in Sonoma, California.

### **Swearing In/Recognition:**

Megan Jozwiak and Dean Chappell each received their Lieutenant badges and were sworn in by Chief Ney.

Bill Potterf was presented with his 15 year service award.

### **Chief's Report:**

**Conflagration** -The first conflagration of the year was deployed to the Maupin area-additional resources may be needed. LFA now has two conflagration trailers; one is fully stocked and ready to go, the other needs a couple of minor adjustments and can be ready to go tomorrow.

**Driveway Standard** – Lane County code allows for a 20% grade on driveways which does not work for Lane Fire. This recently became an issue when a property owner in LFA's jurisdiction wanted a sign-off on their driveway which has a 20% grade. The property owner did not know, and the county did not direct them, to come to LFA first for driveway specs.

The county will soon begin reviewing Lane County Code Chapter 15, which pertains to driveways, and Chief Ney hopes to improve communication and come to an agreement with the county on driveway specs.

**LFA and SCF Changes** – The schedule for implementing changes with Santa Clara has moved up slightly. Staff changes, shift schedules and dispatch changes will begin this Sunday the 24<sup>th</sup>. Staff changes were moved up in order to make sure everyone is paid correctly. Chiefs Ney, Borland and Wood will be on-call on a seven day rotation.

**Apparatus Annuals** – Apparatus annuals are being completed. Hoses, ladders and nozzles have all been tested. Santa Clara hoses will be tested in July and then incorporated into LFA’s schedule next season.

**Volunteer Association Input:**

**Scholarships** – Three LFA Volunteer Association scholarships have been awarded; Violet Douglass received a \$750 firefighter family scholarship and Taylor Hensley and Rudy Clark each received a \$1,500 scholarship and were presented with a certificate.

**Best Practices:**

<b>Topic</b>	<b>Public Records Policy</b>
<b>Discussion</b>	There have been changes in state law which will require change to the current LFA public records policy A-2.3. Chief Ney suggests amending our current policy per recommendations made by the attorney. Board members previously received a copy of suggested policy changes and addendums.
<b>Action taken</b>	Motion made by John Baxter and seconded by Ryan Walker to adopt as revised policy A-2.3 and addenda A, B, & C. Motion carried –all ayes.

**Chair John Baxter opened 2018-19 budget hearing at 6:25 p.m.**

<b>Topic</b>	<b>Resolution 2018-03 Adopting the 2018-19 Budget</b>
<b>Discussion</b>	
<b>Action taken</b>	Motion made by Pete Holmes and seconded by Ryan Walker to approve resolution 2018-03. Motion carried –all ayes.

**The 2018-19 budget hearing was closed at 6:27 p.m.**

**Water Resource Project-** Barry Nelson presented information regarding water resources for LFA outside hydranted areas.

Goals of the project are:

- Move 1,000 per minute anywhere in LFA territory that does not have hydrants
- Safety by limiting tender miles
- Be efficient at drafting
- Identify water sources in LFA territory

Funds in the amount of \$12,000 are set aside in the 2018-19 budget for developing water resource sites.

**Crow Station** – Jon Jasper gave an update on the project. LFA received three bids. The Intent of Notice to Award has been issued-this starts the clock on the protest period. The low bid, just under \$1 million, came from McKenzie Commercial - they are who we intend to use and our architect has worked with them a number of times.

We are in the permit process with the county although there are a few things that need to be sorted out with them such as the fire sprinkler system.

**New Business:**

<b>Topic</b>	<b>Resolution 2018-03 Adopting the 2018-19 Budget</b>
<b>Discussion</b>	
<b>Action taken</b>	Motion made by Pete Holmes and seconded by Ryan Walker to approve resolution 2018-03. Motion carried –all ayes.

<b>Topic</b>	<b>Engagement letter with T. Nohrenberg, Auditor</b>
<b>Discussion</b>	This is the last year Teresa will be doing the audit for Lane Fire Authority
<b>Action taken</b>	Motion made by Pete Holmes and seconded by Ryan Walker to engage Teresa Nohrenberg as auditor. Motion carried –all ayes.

<b>Topic</b>	<b>Budget Transfer Resolution 2018-04 Apparatus Replacement &amp; Refurbishment</b>
<b>Discussion</b>	Transfer in the amount of \$380,000
<b>Action taken</b>	Motion made by Pete Holmes and seconded by Ryan Walker to approve Resolution 2018-05. Motion carried –all ayes.

<b>Topic</b>	<b>Budget Transfer Resolution 2018-05 Facility Replacement &amp; Refurbishment</b>
<b>Discussion</b>	Transfer in the amount of \$400,000
<b>Action taken</b>	Motion made by Pete Holmes and seconded by Ryan Walker to approve Resolution 2018-05. Motion carried –all ayes.

<b>Topic</b>	<b>Budget Transfer Resolution 2018-06 Emergency Response Equipment</b>
<b>Discussion</b>	Transfer in the amount of \$30,000
<b>Action taken</b>	Motion made by Pete Holmes and seconded by Ryan Walker to approve Resolution 2018-06. Motion carried –all ayes.

**Old Business:**

Stipend and FireMed paperwork – Board members need to turn in their completed paperwork.

There being no further business, the regular business meeting of Lane Fire Authority was adjourned at 7:27 p.m. by board chair John Baxter.

**NEXT MEETING: July 18<sup>st</sup> 6:00 p.m.**  
**LOCATION: 88050 Territorial Hwy., Veneta, OR**