

**Lane Fire Authority & Santa Clara Fire**  
**Minutes for June 16<sup>th</sup>, 2022**  
**Board Meeting & Budget Hearing**  
 3939 River Road Eugene, OR

The regular board meetings for Santa Clara Fire and Lane Fire Authority were called to order by Lane Fire Authority Board-President Ryan Walker and Santa Clara Board President Russ Sirotek at 6:02 pm. Both meetings were held virtually and in person.

**Board Members Present:**

- |  |  |   |   |   |
|--|--|---|---|---|
| <input checked="" type="checkbox"/> Pete Holmes<br>In person | <input type="checkbox"/> Bill Clendenen<br>Virtually         | <input checked="" type="checkbox"/> Ryan Walker<br>In person  | <input checked="" type="checkbox"/> John Baxter<br>In person  | <input type="checkbox"/> Greg Deedon<br>In person                 |
| <input checked="" type="checkbox"/> Rod Graves<br>In person  | <input checked="" type="checkbox"/> Susan Smith<br>In person | <input checked="" type="checkbox"/> Don Phillips<br>Virtually | <input checked="" type="checkbox"/> Russ Sirotek<br>In person | <input checked="" type="checkbox"/> Frank Taubenkrau<br>In person |

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

<b>Topic</b>	<b>May 2022 Board Minutes</b>
<b>Discussion</b>	
<b>Action taken</b>	John Baxter made a motion to approve May 2022 board minutes, seconded by Pete Holmes. All ayes.

**Treasurers Report:**

LFA has received reimbursement for monies spent- resolutions read tonight will put those monies toward specific line items to bring them more in balance. The budget is in good shape.

Personnel Services has adequate funds to be able to have the July 1 payroll come out of the current fiscal year.

The Finance Committee will be discussing the coming fiscal year priorities, grant funds and prioritizing how the funds should be allocated.

The committee will also be working on the cost of providing services to Santa Clara, and what services SCF is actually realizing.

The Banner Bank loan is closed, reimbursements from the loan have been received. Chief Borland is now working on the Tax Anticipation Note and trying to determine how much will be needed.

LFA received another tax deposit from Lane County. The district has received what was anticipated.

The year is ending well.

The GEMT deposit of approximately \$96,000 should be received by the end of next week. CCO revenue should be deposited by the end of the fiscal year, hopefully.

SCF exceeded the anticipated tax amount by \$57,000.

Chief Borland is working with the finance person from Special District's to assist in the search for the best TAN. He thinks the amount will be less than originally anticipated due to the amount of taxes the district has received.

**Correspondence:** None

**Promotions/Recognition:**

Two promotions: Mikah Reed and Josh Renolds were both promoted to the rank of Engineer.

**Chiefs Report:**

**Hiring Process-** Nine people completed the assessment process for the FF /Paramedic/Engineer position. Six will move on to chief's interviews with the last interview being Friday. Three people will be hired from these candidates.

For the first time, the new hires will go through a two-week academy so they will be oriented with procedures, SOG's etc.

Megan Gray will be promoted to Battalion Captain July 1.

Lt Jon Jasper will move laterally to line staff shift Lieutenant.

Brian Sayles will move to Medic 101, bringing it back in service.

**Grant Updates-**

- Chief Wood applied for a Rural Health Grant, the district will receive three I-pads.
- A grant in the amount of \$35,000 for temporary staffing during wild land season was received. This grant will give the district flexibility.
- In the process of closing out the engine grant
- The AFG request for next year will be for SCBA. The district is trying to determine how many will be needed and which brands to look at.

AC Wood has been discussing Country Fair medical protocol, security etc.

Three new Recruit Academy grads will begin shifts this week.

Chief Borland is working with ODF to renew the yearly tender standby contract.

PAC testing for conflagration is complete-personnel are getting geared up for wildland season.

Fire Season will probably not be declared by ODF until the 4<sup>th</sup> of July or after. There is a lot of tall grass due to the wet season we've had which adds to the amount of fuel.

There are no fireworks restrictions in effect for the area.

The Country Fair is July 8,9,10.

Two seasonal ODF fire fighters are in quarters at the Alderwood station.

**IAFF:**

**Maintenance Report:**

LFA sold an engine to Silverton School District-it will be used in a student program.

The brush rig chassis should arrive by the 20<sup>th</sup> to Cascade -they will begin building the type 6 brush rig.

Braun is beginning work on the three new medics.

A representative from MacGregor will be at St 101 the 23<sup>rd</sup> to demonstrate their air pacs. The plan is to have three different manufacturers demonstrate their air pacs.

SCF- The dorm area locks will be in place on the 23<sup>rd</sup>

Prices have increased for the memorial repair/replacement. Captain Nelson has added additional funds. This project will go out for an RFP

A handout showing different gate and fencing options for St 116 was included in the board packet. Captain Nelson reviewed the options, asked board members to consider which option they would like to pursue. Chief Borland cautioned against discussing numbers in a public setting-potentially raising issues with contractors.

Most of the parking lot at St 116 is in good repair however, there is a small area indicated on the handout that will need to be repaired. Captain Nelson feels he has a solid bid for the work.

Schematics for two styles of catch basins were included in board information. Captain Nelson explained the differences between the two styles – the bid process will begin soon.

**Public Comment:** None

**Volunteer Association:** None

**Best Practices:** None

LFA and SCF Board Presidents recessed their regular business meetings at 6:52 pm.

Budget Hearings for both districts were opened by their respective presidents at 6:52 pm.

Public comment regarding the LFA 2022-2023 budget was called for by President Walker  
There was no public comment.

Public comment regarding the LFA 2022-2023 budget was called for by President Sirotek  
There was no public comment.

**New Business:**

<b>Topic</b>	<b>LFA Resolution 2021-2022 Number 10 Amendment of Additional \$35,000</b>
<b>Discussion</b>	Chief Borland explained that additional funds were received in the amount of \$35,000 through a staffing grant which was added to the temporary maintenance worker line item. This amount increased the total adopted budget of all funds to \$13,349,255.
<b>Action taken</b>	Greg Deedon made a motion to approve amending the resolution, seconded by Pete Holmes. All ayes.

<b>Topic</b>	<b>LFA Resolution 2021-2022 Number 10 Adopting the Budget &amp; Imposing Taxes</b>
<b>Discussion</b>	Board members previously received a copy of the resolution Chief Borland read the resolution aloud with the amended change of \$35,000
<b>Action taken</b>	Greg Deedon made a motion to approve amending the resolution, seconded by Pete Holmes. All ayes.

<b>Topic</b>	<b>SCF Resolution 2021-2022 Number 2 Adopting the Budget &amp; Imposing Taxes.</b>
<b>Discussion</b>	Board members previously received a copy of the resolution Chief Borland read aloud the resolution.
<b>Action taken</b>	Rod Graves made a motion to adopt the resolution, seconded by Susan Smith. All ayes.

LFA & SCF Budget hearings were closed by respective presidents at 7:02 pm and the regular business meetings were reconvened.

<b>Topic</b>	<b>SCF Resolution 2021-2022 Number 3 Transfer of Funds from General Fund to Capital Reserve Fund</b>
<b>Discussion</b>	Board members previously received a copy of the resolution. Chief Borland read the resolution aloud.
<b>Action taken</b>	Susan Smith made a motion to approve the resolution, seconded by Frank Taubenkrau. All ayes.

<b>Topic</b>	<b>LFA Resolution 2021-2022 Number 5 Transfer of Funds From General Fund Contingency to Materials &amp; Services</b>
<b>Discussion</b>	Board members previously received a copy of the resolution Chief Borland read aloud the resolution.
<b>Action taken</b>	Greg Deedon made a motion to adopt, seconded by John Baxter.

<b>Topic</b>	<b>LFA Resolution 2021-2022 Number 11 Accepting FEMA Grant Revenue &amp; Authorizing Expenditures</b>
<b>Discussion</b>	Board members previously received a copy of the resolution Chief Borland read the resolution aloud.
<b>Action taken</b>	Greg Deedon made a motion to adopt resolution 11, seconded by John Baxter. All ayes.

**Old Business:**

The 2022-2025 Collective Bargaining Contract was signed by board president Ryan Walker  
The regular board meetings for Santa Clara Fire and Lane Fire Authority were adjourned at 6:24 pm by board-President, Ryan Walker (LFA) and President Russ Sirotek (SCF).

**NEXT REGULAR BOARD MEETING: July 19th, 2022 1:00 PM**

**LOCATION: Station 101 and virtually**