

**BOARD OF DIRECTORS**

Mike Bauer  
Sue Curths  
Jeff Hart  
Mike Welter

**CHIEF OF DISTRICT**

Kyle McMann



FOUR CORNERS STATION  
MIDDLE GROVE STATION  
PRATUM STATION  
MACLEAY STATION  
BROOKS STATION  
CLEAR LAKE STATION  
LABISH CENTER STATION  
CHEMEKETA STATION

**MARION COUNTY FIRE DISTRICT No.1**

**BOARD OF DIRECTORS**

Meeting Minutes

June 08, 2023

Present were President Welter, Director Bauer, and Director Curths were present. Others present were Fire Chief McMann, Deputy Fire Chief Lee, BC Michael Berger, and Emma Bjorklund

Public: Jerry Martian, Don Maxwell, and Vincent DeFabis.

Director Welter called the Board meeting to order at 6:02pm

Flag Salute: Complete.

Agenda: Director Curths moved to approve the motion. Director Bauer seconded. Motion carried unanimously.

Proclamations, Commendations, Special Reports/Awards: None.

Minutes: May 18<sup>th</sup>, Director Bauer made a motion to approve. Director Curths seconded. Motion carried unanimously.

Public Comment: None

Standing Committee Reports:

1. Secretary/Treasurer's Report. Secretary Hart was absent due to a family emergency. Chief McMann stated that the budget is looking solid. There has been an increase in overtime due to injuries. The District plans on hiring 4 to 5 temporary or seasonal hires. The cash carry over is looking solid; this is directly related to the increase in ambulance revenue. We still are missing some revenue from Grants specifically the Florida EMAC grant.
2. Strategic Planning. Chief McMann stated that the meeting was cancelled due to increase deadlines. This is meeting was moved to the end of the month.
3. Community Involvement. There is still a large increase of calls for field days. With the help of BC Berger the District obtained a grant from Oregon Health Authority for \$100,000 dollars. This grant is to help make and obtain emergency kits for mass shootings. The district currently has 6 pack in possession. OHA will provide another 40 packs. Chief McMann stated that it is our goal to get these around the State to help with

incident of mass casualties. Chief McMann meet with Marion County Commissioners and Emergency Management. Due to some conflict between the two agencies, Chief McMann agreed to be a mediator. The first meetings have gone well. Chief McMann also meet with the Director of Emergency Management Greg Walsh. They discussed connections and collaboration with the District. Chief McMann agreed to sit as an emergency operator. In return there will be discussion on our crews being able to grab and pick up generator and other equipment when no one else is available to drop it off.

#### Old Business:

1. Board Vacancy. President Welter asked if there has been an announcement put out yet for the vacant position. Chief McMann stated it has not yet been released. This will be released as soon as possible. Julio Quevedo, a member of the Districts Budget Committee, has expressed interest. President Welter stated that we will aim for interviews and appointing a member to take position #5 at July Board meeting. Director Curths stated that the list for the position #2 spot has not yet been certified by Marion County Commissioners. Chris Bryant was the top candidate for write ins. President Welter shared that when trying to find this individuals information it seems there is no one that live in District by that name. Roy Harey was the second highest write in candidate. Director Curths offered to reach out to the Commissioners office tomorrow to verify certification date and ask any questions. Discussion ensued.
2. Local Option Levy. Chief McMann discussed more information that was discovered after previous meeting. Going for the levy in November instead of May would keep the District out of the General election cycle, increasing the odds of passing. Chief McMann stated that going in November would also allow for a second chance in May if it did not pass. Chief McMann stated that Marlin with Foremost Media is ready to being press statements and advertisement. He has also reached out to Betsy to see if she would be able to do consulting. Many fire districts went out for a levy recently and every single levy passed in the state. Chief McMann stated that Keizer is going for a levy in November for \$.99. With this, it was suggested that we join the Keizer and go for a \$.99 levy. There has also been discussion of joint advertisement. Lastly, Chief McMann shared that this would also secure all financials of the District till 2028-2029. President Welter and Director Bauer expressed concern with the amount of time before having to go out for the levy. Discussion ensued. A consensus was brought that if the District is able to obtain a consultant and bring a plan to the board next meeting, we will go out for a levy in November of 2023.

#### New Business:

1. Resolution 2023-08 EMS Billing Rates. Chief McMann presented the new billing rates. These are the rates that Salem Fire Department and Keizer Fire Department will be presenting to there boards. There is a 4.4% increase. This is due to Salem Fire increase their rates mid-year. Our District was unaware of this increase so did not follow Salem's rates. Director Curths made a motion to approve resolution 2023-08. Director Bauer seconded. Motion carried unanimously.

2. **Budget Hearing.** President Welter opened up the floor to public comment. None was presented.
3. **Resolution 2023-09 Adopting the FY24 Budget.** Chief McMann shared that there was an increase to Fund 30 by \$25,000. There were no other changes. Director Bauer made a motion to approve resolution 2023-09. Director Curths seconded. Motion carried unanimously.
4. **Resolution 2023-10 Establishing Fund Balance.** Director Bauer made a motion to approve resolution 2023-10. Director Curths seconded. Motion passed unanimously.
5. **Resolution 2023-11 Non-Represented Wage and Benefits.** Chief McMann states that the only changes to this document was wages and the vacation schedule. Some positions were increased based off the 3% COLA previously passed. Others were updated after doing comparables and positions being paid low. Chief McMann stated one major change with the Financial Analyst was changes to Financial Analyst/CFO. Financial Analyst Renee Gilbert is currently doing all of the jobs of a CFO. She will begin classes through GFOA in the Fall to obtain CFO certification. Discussion ensued. Director Bauer made a motion to approve resolution 2023-11. Director Curths seconded. Motion carried unanimously.
6. **Resolution 2023-12 Declaration of Surplus Property.** Chief McMann presented a list of radios that are no longer in compliance. This is due to not being 800MHZ. All products will try to be donated or sold. This value is less than \$10,000, but due to quantity was presented to the board. Discussion ensued. Director Curths made a motion to approve resolution 2023-12. Director Bauer seconded. Motion carried unanimously.
7. **Volunteer Coordinator Job Description.** Chief McMann stated that this was previously brought to the board, but a couple changes needed to be made. FEMA reduce the total amount, but allowed the District to supplement the wages and benefits. Another change was for the position to be allowed to response to calls. This position upon approval will be posted 06/09/23. Discussion ensued. Director Curths made a motion for approval. Director Bauer seconded. Motion carried unanimously.

**Chiefs Report:**

1. **Grants.** Sam Phillips is still working on a few grants. The District receive \$150,000 from the Oregon State Fire Marshal's today. There is a grant being sent to Emergency Management for radios soon.
2. **Hiring and Promotional Status.** The volunteer coordinator position is being posted on 6/9/23. On Wednesday, 6/7/23, there was a Captains promotional list exam. This is being approved by the Civil Service Commissioners later that night. There will soon be a hiring for Single Role EMT and Single Role Paramedic. Later this month testing for an internal Firefighter is taking place. Currently the District is down four (4) positions.
3. **Keizer Collaboration.** Chief McMann attended a conference with Chief Russell for Fire Station building and design. The Chiefs were able to get to know each other better. They began learning the steps and processed to build a joint station possibly in the future. Personnel at Station 6 have been enjoying it. There has been a lot of collaboration on calls. BC Berger has officially been second BC on two Keizer calls. BC Berger shared that as second BC he was the safety officer, and it was taken well by Keizer crews.

4. Summer Picnic. On Tuesday July 25, we will be hosting a Summer Picnic. Emma and Renee will be planning this event. There will be food and games. Water ball and the dunking of the chiefs are the main highlighted games.

Individual/Organizational Input:

**VFFA:** None

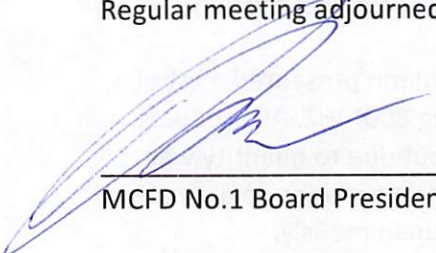
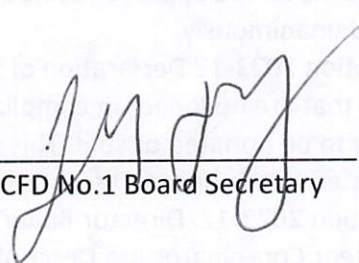
**Local 2557:** None

Good of the order: None

Public Comment: None

Next Meeting: Regular Board Meeting July 20th, 2023, 6:00 pm at Brooks Fire Station #5 Training Room, 4960 Brooklake Rd. NE and ZOOM.

Regular meeting adjourned at 7:79pm

  
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MCFD No.1 Board President  
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MCFD No.1 Board Secretary