

BOARD OF DIRECTORS

Mike Bauer  
Sue Curths  
Jeff Hart  
Jon Stueve  
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  
COLLEGE STATION

**MARION COUNTY FIRE DISTRICT  
BOARD OF DIRECTORS**

Meeting Minutes

November 18, 2021, 6:00 pm  
300 Cordon Rd NE, Training Room

Director Welter called the Board meeting to order. Also present was Director Hart, Director Curths, Director Stueve, & Director Bauer on Zoom. Others present were Chief McMann, DC Lee, Anita DeVilliers, Crystal Wooldridge, Cory with Accuity.

Agenda: Approved as presented.

Proclamations, Commendations, Special Reports/Awards: Cory with Accuity presented the FY2021 audit. Expenses are down about \$600,000, which we expected due to the situation; fairly quiet from an audit perspective. However, charges for services went up \$1,200,000, which is a good trend, and general revues went down about \$2,000,000. The good news is the general fund is sitting about where we want it. In the auditor's report to the Board, there is one small recommendation for improvement. The reconciliation between the billing company and MCFD1 needs a consistent double check system in place. No issues found, just an addition step that should take place for transparency. Crystal has a monthly reconciliation process in place now. Director Curths made motion to accept the audit as present. Director Hart seconded. Motion carries.

Minutes: Board Meeting Minutes October 21, 2021, approved as presented.

Public Comment: None

Secretary/Treasurer Report: Director Hart reviewed the report provided. He stated we are on target; stating we are right where we should be. Chief McMann said Crystal is going to remodel the financial forecast; this will lay the groundwork for FY2022 budget cycle.

Old Business:

1. Firefighter Park interest. Chief McMann stated he, and Director Curths, still need to set up a meeting to discuss how much property we want to sell and how we are going to proceed. Due to the mass hiring process, this project has been pushed back until after we get through the hiring process.
2. Grant Updates. We have been award both the SAFER & AFG (Quint) grants. The onsite demos are scheduled for the first part of December. Captain Berger is taking the lead

with Chief McMann's guidance. FEMA cut the original award amount down to \$800,000.

The SAFER grant for firefighter position. We received about 80 applicants. After scoring was completed, we are inviting 19 for interviews on December 1. We will hire 11/12 with a hire date of February 1. Several of the candidates are local and a few are our volunteers. Single Role positions have a start date of January 4. DC Lee and Captain Peterson are leading this entire process.

We will also be conducting Engineer Battalion Chief Promotion exams during this time as well.

New Business:

1. Strategic Plan Quarterly Report. Although the hiring process has taken the focus, BC Boyer is revising the Training Division goals.
2. Board Sub-Committees. Audit Committee-2; Budget Committee-all Board members; Personnel Committee-2; and Strategic Committee-2. President Welter proposed Curths and Hart for the Audit Committee, Stueve & Curths for the Personnel Committee, and himself & Bauer for the Strategic Committee. All Board members agreed. Chief McMann stated the last review was done in 2014. He suggested a review and adoption in December. It was decided that the Personnel Committee would take on this task. Chief McMann to email out the document to all Board members. President Welter requested it come back to the January/February regular Board meeting.

Chiefs Report:

1. Hiring & Assessment Status. Single Roles going through background checks now. Academy to start January 4. Firefighter interviews December 1 and their assessment will be December 10. Promotion assessment will be conducted during this hiring process as well. Current list is expired.
2. Board of Director Uniforms are now available. Due to Executive Session this evening, we will arrange to take pictures at a later date.
3. Standards of Cover for 2022. A revision needs to be done and brought back to the Board for adoption in January or February.

Individual/Organizational Input:

**Special Presentations:** None

**VFFA:** None

**Local 2557:** None.

Good of the order: Director Curths asked what the holiday schedule looks like. Chief McMann explained that this year's events will be scaled down from previous years and he is currently waiting for confirmation of activities. He stated that the toy and food drive would move forward with deliveries planned for December 18. The Keizer Festival of Lights parade is still moving forward as well as the candy cane run.

Public Comment: None

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Public Comment: None

**Executive Session:** Board members only went into Executive session with the direction from the Board President that there will be no action items.

**Next Meeting:** Regular Board Meeting on December 19, 2021, 6:00 pm at Brooks Sta5 Training Room.

Adjourned at 7:24 pm

  
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MCFD No.1 Board President

  
\_\_\_\_\_  
MCFD No.1 Board Secretary

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