

BOARD OF DIRECTORS
Kim Batchelor
Sue Curths
Tom Marks
Bernie Otjen
Mike Welter

CHIEF OF DISTRICT
Terry Riley



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
June 15, 2017
4910 Brooklake Rd NE
6:00 pm

The board meeting was called to order immediately following the budget hearing. Order called at 6:10 pm by Director Welter. Also present was Director Otjen, Director Marks, Director Curths and Director Batchelor. Others present were Chief Riley, Anna Kraemer, DC McMann,

Agenda: Agenda approved as presented.

Special Reports/Outside Visitors/Proclamations: None

Minutes: Board Meeting Minutes of 5/18/17 approved as presented.

Public Comment: None

Secretary/Treasurer Report: Director Curths deferred to DC McMann for explanation of changes in reporting after software switch. DC McMann provided a full accounting report to the Board and offered several reporting options for the Board moving forward; either this full report or a summary report. The Board would like future reports to be less inclusive of every line item, and move toward a totals balance sheet, with a specific report for overtime expenditures, and financials broken down by department. DC McMann will also provide ambulance revenue report options at the July meeting.

Old Business: None

New Business:

1. Resolution 2017-02, Enrollment in 457 deferred compensation plan. The District is offering a new plan for personnel to choose from for their 457 providers. *Motion to adopt Resolution 2017-02 made by Director Otjen. Seconded by Director Batchelor. Unanimous.*
2. Resolution 2017-03, Ambulance Fee Increase. Ambulance fees are updated annually to keep fees equal with neighboring agencies. Resolution read by title by Director Batchelor. Copies available to the public. *Motion to adopt Resolution 2017-03 made by Director Marks. Seconded by Director Otjen. Unanimous.*
3. Resolution 2017-04 Adopting the Budget, Making Appropriations and Imposing the Tax. Copies available to the public. *Motion to adopt Resolution 2017-04 made by Director Otjen. Seconded by Director Curths. Unanimous.*
4. Resolution 2017-05 Establishing Policies for Fund Balances read by title only by Director Marks. Copies available to the public. *Motion to adopt Resolution 2017-05 made by Director Marks. Seconded by Director Batchelor. Unanimous.*
5. Resolution 2017-06 OPERS Contribution type change. Beginning July 1, 2017 employees will pick up the 6% contribution. PERS requires a resolution to change the

way the District makes the contributions. *Motion to adopt Resolution 2017-06 made by Director Otjen. Seconded by Director Marks. Unanimous.*

6. Resolution 2017-07 Establishing Reserve Fund 80. This is the fund for future use reserves. *Motion to adopt Resolution 2017-07 made by Director Curths. Seconded by Director Otjen. Unanimous.*
7. Abstract of Election Results were presented as required by the Marion County Elections Office. *Director Marks made a motion to accept the abstract of election results as presented. Seconded by Director Otjen. Unanimous.*

Director Welter notified the Board that the newly elected member, Cheree Wolf, has since declined to serve on the board, stating unavailability. This leaves a vacancy on the board that will now need to be filled by appointment in accordance with Board Policy. Staff will issue public notice for letters of interest and interviews will be conducted at the Board Meeting in July.

8. A Job Description change for the Assistant Training Officer was presented for consideration by the Board. Chief Riley explained that he would like to shift some of the volunteer coordinator responsibilities to the ATO position, as the volunteer training, recruitment, and retention is all linked. The ATO would serve as the central point of contact for the volunteers. That contact and communication piece has been weak after the loss of the SAFER grant for a volunteer coordinator. Chief Riley added that the current ATO has previous experience with those duties and believes that the transition should go smoothly. The job description must be amended to add these duties. The rank is proposed as Lieutenant to remain comparable with other districts. *Director Marks made a motion to approve the job description for Lieutenant Training Officer as presented. Seconded by Director Otjen. Unanimous.*

Chief Report:

1. District volunteers made outreach to the community in April seeking interested volunteers, then held a BBQ meet-and-greet in May. Several volunteer applications resulted from those efforts. The CPAT for incoming volunteers is scheduled for this Saturday as the first step in the process for bringing on new volunteers either for the academy or for “fast-trackers” who are already certified firefighters.

Individual/Organizational Input:

VFFA: None present

Local 2557: None present

Good of the order:

1. Director Welter thanked Director Otjen for his leadership during his tenure as a board member, commenting that Director Otjen was a tremendous asset to the District and that he will be missed.

Public Comment: None

Next Meeting: July 20, 2017, 6:00 pm, 4910 Brooklake Rd NE, Bldg. 2

Adjourn at 7:05 pm.

MCFD No.1 Board President

MCFD No.1 Board Secretary