

## **JACKSON COUNTY FIRE DISTRICT No. 3**

**Minutes – BOARD OF DIRECTORS**

**April 21, 2011 - 6:04 p.m.  
8383 Agate Road, White City  
CRATER LAKE ROOM**

### **ATTENDANCE**

**Board Present:** Directors Lois Wilson, Cindy Hauser, Harvey Tonn, Colin Fagan, and Jim Gillin

**Board Absent:** None

**Staff Present:** Dan Petersen, Stacy Maxwell, Roger Adams, Hugh Holden, Dave Blakely, Jim Tuttle, Scott Tuers, Rod Edwards and Tamara Nunez

**Staff Absent:** None

**Visitors Present:** Alan DeVries, Stephen Ede, Eric Merrill, Damonn Hoffman, Mark Minor, Loris Fenner, Scott Downing

President Wilson called the meeting to order at 6:04 p.m. pursuant to ORS 192.640 and as advertised in the Mail Tribune dated April 16, 2011.

### **MINUTES**

Motion by Director Fagan to approve the minutes of the March 17, 2011 meeting and March 17, 2011 executive meeting. Motion carried unanimously.

### **FINANCIAL REVIEW**

Chief Finance Officer Maxwell discussed the Special District's reimbursed claims eligible to reduce experience rating modifier for \$9,676. Special Districts has a program that allows payment of non-disabling claims from the prior fiscal year. This payment will reduce our experience modifier from .86 to .85 which calculates to a savings to the District of over \$11,000 in next year's workers compensation and liability insurance premiums.

The expenditure to AlphaCard for a personnel ID system was to purchase a card maker to provide District employees with ID cards. The District was approved for a Safety and Security grant through Special Districts to offset the cost of the ID maker. The District's portion of the \$2,128.50 was \$728.

Motion by Director Hauser to approve the March, 2011 accounts payable report. Motion carried unanimously.

Chief Finance Officer Maxwell followed up on the business energy tax program with the Oregon Department of Energy. The District's auditor is preparing a letter required to get the preliminary certificate final. The District was approved for \$125,000 eligible cost with a pass through rate of 25.775%, which equates to \$32,210 the District will receive in cash. Our pass through partner(s) will receive 35% of that amount in tax credits or \$43,736 in five years. Efforts are currently being made to locate pass through partners.

Motion by Director Hauser to approve the March, 2011 revenue/expenditure reports. Motion carried unanimously.

## **AUDIENCE RESPONSE**

None.

## **INFORMATION ITEMS**

### **QUARTERLY STATISTICAL REPORTS**

Fire Marshal Holden gave a presentation of the quarterly statistical report and details of each report. The target is to generate reports that will inform the Board and provide better understanding of what the District needs to achieve its goals and Standards of Cover.

### **LIVE FIRE EXERCISE**

Division Chief Blakely gave a recap of the March 26, 2011 live fire training exercise. Thirty-nine people were in attendance. The training objectives, including thermal imaging critiques and live fire attack for both career and volunteers, were met. Support for this exercise included the Central Point Police Department Volunteer and Explorer group and the Central Point Public Works Department.

### **FIRE INCIDENT**

Fire Marshal Holden gave an overview of the Knife River fire that occurred on April 6, 2011 at 9:08 p.m. at 3770 Kirkland Road. It was a natural gas fed fire. The fire was directly impeding on some large tanks that contained an unknown liquid. Tanks were cooled while waiting for Avista to turn off the gas supply. The subsequent investigation determined that a flange in the gas pipe appeared to have come loose and high pressure gas was escaping as a result. The ignition source was not determined but electrical and gas fire pilots were within close proximity.

## **OLD BUSINESS**

None.

## **NEW BUSINESS**

### **RESOLUTION 11-02; IN THE MATTER OF AUTHORIZING 2010-2011 FISCAL YEAR FUNDS & FINANCIAL POLICIES**

Revisions include the addition of Division Chief Blakely as an authorized signer on the District's checking account and a reflection of the Capital Projects Fund account.

Motion by Director Tonn to approve Resolution 11-02; In the Matter of Authorizing 2010-2011 Fiscal Year Funds and Financial Policies. Motion carried unanimously by Directors Tonn, Gillin, Wilson, and Hauser (Director Fagan left at 6:50 pm)

## **TOPICS FOLLOWING PREPARATION OF THE AGENDA**

None.

## **GOOD OF THE ORDER**

Fire Chief Petersen congratulated Captain Calhoun on receiving his AA degree.  
Firefighter Merrill received years of service award.

Chief Finance Officer Maxwell mentioned the History Committee will meet on May 3 to inspect items collected by the District's Historian Firefighter Mahar. The group will select items to be used in decorating the Administration Building.

**INDIVIDUAL BOARD MEMBER COMMENTS**

Director Wilson welcomed Interim Operations Chief Adams to the team.

**ADJOURNMENT**

Motion to adjourn at 7:00 p.m. by Director Hauser. Motion carried unanimously.

Submitted by,

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Tamara Nunez, Scribe

APPROVED BY:

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Board of Directors