

Jackson County Fire District 3

Minutes - Board of Directors

July 20, 2023 at 5:15 PM, Crater Lake Room, Administrative Building via ZOOM

ATTENDANCE

Board Present: Directors Harvey Tonn, John Dimick, Steve Shafer, Tim Snaith, and Bill Leavens

Board Absent: None

Staff Present: Mike Hussey, Stacy Maxwell, Justin Bates, and Margie Calvert

Staff Absent: John Patterson, and Ryan Dickerson

Visitors Present: Lorin Myers, Michelle Frazier, and Sam Franklin

President Tonn called the meeting to order at 5:17 p.m. pursuant to ORS 192.640 and advertised in the Rogue Valley Times on July 18, 2023.

ELECTION OF BOARD OFFICERS

Election of officers occurs annually at the beginning of each fiscal year in accordance with Board Policy 3.5, Elected Offices.

Director Steve Shafer moved to nominate Director Harvey Tonn for President. Nominations closed. Motion carried unanimously.

Director John Dimick moved to nominate Director Bill Leavens for Vice-President. Nominations closed. Motion carried unanimously.

Director Steve Shafer moved to nominate Director Tim Snaith for Secretary/Treasurer. Nominations closed. Motion carried unanimously.

MINUTES

Motion by Director Leavens to approve the minutes of the regular Board Meeting and the Executive Session dated June 15, 2023 as presented. Motion carried unanimously.

FINANCIAL REVIEW

Revenue for the month of June totaled \$854,000 with the majority coming from current year taxes, fuels reduction and SAFER grant funding, the sale of two tenders, interest income, and miscellaneous income.

Expenditures for the month of June totaled \$1,270,000 with personnel services at \$988,000 and materials and services at \$199,844 and capital fund at \$82,156.

Accounts payable equated to \$286,000 with noteworthy items being the Board of Director elections, the EMT recertifications, generator installation at Sams Valley station, fuels reduction at Madrone Hill, debris removal at the Dodge Bridge fuel reduction site, budgeted purchase of a wildland truck.

Motion by Director Dimick to approve the Accounts Payable and the Revenue/Expenditure reports for June 2023. Motion carried unanimously.

PUBLIC COMMENT

Bill Leavens made the observation that when it comes to the end of a fiscal year many people want to spend what is in their budget, however he does not see this practice in the District.

INFORMATION ITEMS

FIRE CHIEF HUSSEY

Fire Chief Hussey introduced Division Chief of Training and Safety Ryan Dickerson who comes from Klamath Falls.

Hussey shared the Alliance met and Chief Hussey summarized the past 12 months. One of the charters was to explore ideas and summarize. Training and IT support will continue to move forward in the agencies. The three chiefs will continue to meet inviting labor representatives to join. The focus is to work on a project and see success before moving forward. Adam Hanks, who was helping

with the Alliance, has moved out of the area and has pledge support for the Alliance and will continues to will help when he can.

DEPUTY CHIEF BATES

Deputy Chief Bates shared information regarding today's grass fire off of Table Rock Road. OSFM approved air resources from ODF which was very helpful.

Bates shared the District provided medical support at the Jackson County Fair and treated 25 people.

Bates shared the two water tenders are at the campus and will be in service soon.

Bates shared the recruit academy continues explaining that the District began with four recruits, however one had an on-the-job medical issue and was moved over the Community Care team and will go through the next fire academy.

DIVISION CHIEF PATTERSON

Fire Chief Hussey spoke on behalf of Division Chief Patterson sharing the District had loaned one of the Agate Lake mobile homes to the Jacksonville Fire Department during their remodel. Patterson is currently working on the permit process to put the home back onto the property.

Hussey shared the Fire and Life Safety team did a great job of setting the District up for success during the 4th of July fireworks festivities.

OLD BUSINESS

NONE

NEW BUSINESS

BOARD POLICY 3.3 CODE OF ETHICS

The Board of Directors validated the review of Board Policy 3.3: Code of Ethics and did not have any changes. Staff will republish the policy with a review date of July 20, 2023.

BOARD POLICY 3.4 CONFLICT OF INTEREST

The Board of Directors validated the review of Board Policy 3.4: Conflict of Interest. Staff will republish the policy with a review date of July 20, 2023. Directors submitted a statement of acknowledgement addressing any known or anticipated conflicts of interest.

RESOLUTION No. 23-06: AUTHORIZING 2023/24 FISCAL YEAR FUNDS AND FINANCIAL POLICIES

Resolution No. 23-06; Authorizing the 2023/24 Fiscal Year Funds and Financial Policies is an annual resolution that affirms our policy recognizing Mike Hussey as the Registered Agent and Budget Officer for the Fire District. There were no significant changes from the prior year.

Motion by Director Shafer to adopt Resolution No. 23-06: Authorizing the 2023/24 Fiscal Year Funds and Financial Policies. Motion carried unanimously.

PURCHASE OF REAL ESTATE

Fire Chief Hussey shared the District has explored options for the expansion of the District as we grow our Community Care program and help support RCC. The cost to build is very expensive and the delay to product and manpower continues to be longer. The S & B James office building located across the street at 8425 Agate was presented as a possibility with 3 parcels consisting of 3.3 acres. The office building is 4,416 square feet, commercial maintenance facility is 10,000 square feet, and there is a 1,500 square foot storage building. This location will serve the District well into the future and supports the Strategic Plan through Initiative 2 – ensuring sustainability of service delivery by efficient use of our people, facilities, fleet, and finances as well as Initiative 5 – developing and strengthening collaborative efforts and response to emergency events. This purchase will help with current space issues facing the District and with achieving future relationships with other agencies. S&B James will also complete some remodeling prior to the District occupying the space.

Motion by Director Dimick to approve the purchase of the 3-parcel property totaling 3.3 acres located at 8425 Agate Road, White City in the amount of \$2,100,000 and submit to the conditions stated in the agreement. Motion carried unanimously.

DECLARATION OF SURPLUS PROPERTY – REAL ESTATE

Fire Chief Hussey explained that in combination with the purchase of 8425 Agate Road, the District will need to declare the Table Rock property located at 5195 Table Rock Road as surplus. S&B James will purchase the property for \$600,000 as stated in the proposal.

Motion by Director Dimick to declare as surplus the property located at 5195 Table Rock Road. Motion carried unanimously.

DECLARATION OF SURPLUS EQUIPMENT - VEHICLES

Deputy Chief Bates shared that with the two new tactical engines coming and the District will need to surplus the 1990 Ford Pierce and the 1999 Pierce Sabor along with the 2016 Ford F150.

Motion by Director Leavens to declare as surplus the 2016 Ford F150, the 1990 Ford Engine, and the 1999 Pierce Sabor as requested. Motion carried unanimously.

TOPICS FOLLOWING PREPARATION OF THE AGENDA

NONE

GOOD OF THE ORDER

Chief Hussey highlighted the great relationships in the valley between agencies with emergency management and law enforcement. We continue to build on the momentum. This was just experienced during the grass fire this afternoon.

INDIVIDUAL BOARD MEMBER COMMENTS

Steve Shafer stated that the best thing we do is have our people interact with the community. They do an awesome job.

John Dimick finished the county fair, and it is so cool to talk to the professional and caring members from the District. It is a real pleasure to have them right there.

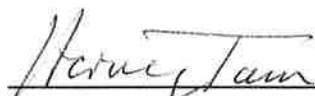
Bill Leavens stated that we need to share the good fire stories of collaboration with the Alliance.

Harvey Tonn I am really excited for the possible purchase of the property and see it will help us get better in many ways. I was really impressed with the Alliance meeting last week.

ADJOURNMENT

Motion to adjourn at 6:17 p.m. by Director Dimick. Motion carried unanimously.

APPROVED BY:


Board of Directors

Submitted by:


Margie Calvert