



**SOUTH LANE COUNTY FIRE & RESCUE**  
*“Making a positive difference in the community  
Through service to others”*

**April 21, 2016**

**6:05 p.m.**

After due and legal notice, the Regular Board Meeting was called to order by Board President Mike Caven at 6:05 p.m. at Station 201 Located at 233 E. Harrison Cottage Grove OR, 97424.

**PRESENT:** Mike Caven, Jerry Settlemeyer, Jennifer Radcliffe, and Dan Duffy

**ABSENT:** Jacob Daniels

**OTHERS PRESENT:** Leesa Martindale, Linda Adler, Joe Raade, Paul Hughes, Justin Baird, Hughes Fire.

**Agenda Approval/Adjustments: None**

**Minutes from previous meeting:**

Jerry Settlemeyer moved to approve the February 18, 2016 Regular Board Meeting minutes. Jennifer Radcliffe Seconded the motion.

VOTE	Jerry Settlemeyer	Jennifer Radcliffe	Mike Caven	Jacob Daniels	Dan Duffy
AYES	x	x	x		x
NAYS					
ABSTAIN					
ABSENT				x	

**Motion Carried**

**Citizen Input- Public Comments on Items on or off the agenda:**

**Correspondence: None**

**Old Business:**

- **2016 General Obligation Bond:** Chief Wooten advised the Board that he recommends that they go with Pierce Manufacturing (Hughes Fire Equipment) for the purchase of the new Fire Equipment.

Jerry Settlemeyer made a motion to purchase the following equipment from Pierce Manufacturing/Hughes Fire Equipment. Dan Duffy Seconded the motion.

- 1 Pierce Ascendant Aerial Quint
- 2 Pierce Pumpers
- 1 Pierce Type 3 Wildland Engine
- 1 Pierce 3000 gallon Tender

VOTE	Jerry Settlemeyer	Jennifer Radcliffe	Mike Caven	Jacob Daniels	Dan Duffy
AYES	x	x	x		x
NAYS					
ABSTAIN					
ABSENT				x	

**Motion Carried**

Jerry Settlemeyer wanted to know if all pieces of equipment were coming from one manufacturer. Division Chief Paul Hughes advised yes that all pieces would be purchased from Pierce Manufacturing. Chief Wooten said that out of the 3 Pierces that we currently have in our fleet we have had no problems with them. Division Chief Paul Hughes said that we should have equipment within 8-10 months from the purchase date. Chief Wooten said that once we get to the point of selling the bond he will have a Resolution for the Board with the money figures.

Jerry Settlemeyer wanted to know if we were going to talk about the Bond. Chief Wooten said that today at 4:00pm was the closing for all RFP's. The last email the Chief received from David Ulbricht with Special Districts was a quote at 1.38% David's response to that was this is practically free money. Chief Wooten said David will have a synopsis and a presentation ready for us soon. He was not sure if the board wanted to do a special meeting when this is ready. Chief Wooten did say there is currently no hurry to sell the Bond unless one of the offers with the really low interest rate expires.

- **Advertise for Civil Service Commission Position:** Mike Caven said at the June 2016 Board Meeting maybe we can start off with a Work Session to Interview all the candidates but not select one at that time. The application needs to have some updated figures put on it and then it will be ready. Leesa will advertise this in the Creswell Chronicle and the Cottage Grove Sentinel and it will also be put on South Lanes Website.

**New Business:**

- **Board Resolution 14-18 Acceptance of Conflagration Funds:** South Lane County Fire and Rescue has received \$76,119.22 of unbudgeted revenue accepted by the Board of Directors into the FY15-16 budget. The Fire Chief seeks to allocate the received revenue into the FY 15-16 budget for personnel and equipment expenses and services. The Board of Directors authorizes and directs the Fire Chief, who is the current budget office for South Lane County Fire and Rescue, to allocate the received funds to the following accounts in the amounts indicated below.

**Personnel Services \$34,937.71**

110-00-00 \$31,885.35

109-00-02 \$3,052.36

**Materials and Services \$39,170.52**

221-00-02 \$24,170.52

223-00-04 \$15,000.00

**Equipment Reserve Fund \$2,010.99**

802-00-06 \$2,010.99

Jerry Settlemeyer moved to approve Resolution 14-18 and Jennifer Radcliffe seconded the motion.

VOTE	Jerry Settlemeyer	Jennifer Radcliffe	Mike Caven	Jacob Daniels	Dan Duffy
AYES	x	x	x		x
NAYS					
ABSTAIN					
ABSENT				x	

**Motion Carried**

- **Board Resolution 16-01 Purchase of 2016 North Star 167-3 Type 3 Module Ambulance:** Dan Duffy moved to authorize and direct the Fire Chief to enter into an agreement with Braun North West to purchase a second 2016 North Star 167-3 Type 3 Module Ambulance for the agreed upon price of \$169,707.00 and additionally the purchase and installation of radios, logos, striping, Knox Box and Stryker Cot Power Load for \$24, 636.00 The Total purchase amount is \$194,343 and shall not exceed the Contingency Fund amount of \$200,000, as budgeted for FY 15-16. Jerry Settlemeyer seconded the motion.

VOTE	Jerry Settlemeyer	Jennifer Radcliffe	Mike Caven	Jacob Daniels	Dan Duffy
AYES	x	x	x		x
NAYS					
ABSTAIN					
ABSENT				x	

**Motion Carried**

**Treasurer's Report:**

1. Financial statements presented for acceptance.
2. Bills presented for payment/approval.
3. Bank Statements review Umpqua and Banner Bank.

Jerry Settlemeyer reviewed the financial statements for February and March. Jerry Settlemeyer moved to approve and accept the financial statements for February and March 2016 and approve to pay the bills. Jennifer Radcliffe seconded the motion.

VOTE	Jerry Settlemeyer	Jennifer Radcliffe	Mike Caven	Jacob Daniels	Dan Duffy
AYES	x	x	x		x
NAYS					
ABSTAIN					
ABSENT				x	

**Motion Carried**

**Board Policy Review: None**

**Items for Future Agendas:**

- Review Master Plan Progress in May 2016
- Chief Wooten's Review June 2016
- General Obligation Bond
- Updated Board Policies for all Board Members June 2016

**Citizen Input: Public Comment on Items on or off the agenda: None**

**Management Team Comments and Reports:****Chief Wooten:**

- Chief Wooten's 2 year review is coming up in June. Leesa will email Board members evaluation packets for them to fill out.
- Budget Meeting is May 3<sup>rd</sup> at 6:00pm.
- Chief Wooten spoke with the Sheriff's office and they cut their fleet purchasing so the District will not be getting a vehicle from them this year.
- Chief Wooten thanked Chief Hughes and Captain Mabie and the rest of the apparatus committee for all their work.
- May's Board meeting the Chief will be driving back from a class in Medford so they decided to push the Board Meeting back to 7:00pm.

**Division Chief/Shift Commander Comments:****Division Chief Raade:**

- Division Chief Raade said that we have taken in \$20,000 in Firemed so far.
- This weekend we will have a booth at Coiner Park for the Earth Day event. We will also have a booth at the Community Center for Child Safety.
- May's Board Meeting also falls on the Business after hours which will be held at Lifeflight starting at 5:30
- The ISO letter and information is on our Website if anybody should ask about it please direct them to the link.

**Local IAFF: None**

**Board Member Comments:**

**Mike Caven:** Good job to the apparatus committee for all their hard work.

**Meeting Adjourned at 6:51 pm**

**Next Meeting: May 19, 2016 7:00pm Station 203 Creswell**