



Meeting Minutes

6/20/2022

Call to order

A meeting of Prospect Rural Fire Protection District was held at Prospect Community Center on June 20th, 2022 @ 7:08pm

Attendees

Board Attendees included: Melody Goodboe, Lon Stockebrand, Wayne Scriven and Rebecca Johnson

Staff Attendees included: Bob Jones, Mike Traut, Lyle Neville, McKenna Johnson

Visitors Included: No visitors noted

Board Members not in attendance

Members not in attendance included Board Secretary - Randi Brock

Approval of minutes and Additions to Agenda

Bob Jones adds introduction of resolution to add Rebecca Johnson as a signatory to accounts. Lon adds that according to bylaws the officer elections should be held at the first meeting in July, but that can't be done because the new officers **MUST** take over their position July 1st.

Bob requests a sight change in referencing monetary amounts in minutes going forward.

Rebecca motions to approve minutes as read, Wayne seconds the motion and the board approved unanimously.

Special

Budget Hearing: Bob explains that everyone received a information packet, which includes the need for a second committee meeting due to new type 6 truck not being available until the new budget year. The budget is \$332,560.00, of which \$199,000.00 of that is for two grants. The committee also had to adjust equipment/vehicle sales so that the departments income equaled the expenses. The committee also adjusted the audit fee from \$7,000.00 to \$1,000.00. He explains they will need to approve and adopt the budget as well as the tax rate. Bob Jones opens the hearing to public comments, of which there are none. Ryan motions to accept the budget as

presented and Wayne second it, the board approves unanimously. Budget is passed and approved.

Election of officers: Ryan nominates Lon Stockabrand for Board Chair, Wayne seconds that and the board approves unanimously. Melody nominates Ryan Karjala for Vice Chair, Rebecca seconds that and the board approves unanimously. Lon nominates Melody Goodboe as the Secretary Treasurer, Ryan second this and the board approves unanimously.

Reports

Communications: Randi is absent today but has passed on a land use permit for comment for 437 Red Blanket. The request is to change it from forest use to forest template dwelling (family campground). Ryan explains that the footprint is just barley outside what the county considers tier 1 wetland. The change in land use will mean more tax revenue for the department. The board decides unanimously that they have no aversion to the land use permit going forward.

Financials: Mike brought in a \$24,000.00 grant. The expenses for the month were fairly standard, save a Freightliner expense for transmission work on 6201. The vehicle needs to be driven at least once a week or the shifters on those vehicles tend to “freeze”. Expenses for the month were \$6,700.00. The electricity bill plummeted by almost \$115.00 when they were able to stop using a space heater at station 2. Bob draws attention to June’s expenses being almost 10,000\$ and explains that over half of that is for the new radio in the new type 6 truck. Lon mentions he hasn’t gotten the new visa card yet. The fundraiser breakfast totals are as follows; breakfast sales were \$365.00, donations were \$113.00, T-shirts sales were \$388.00, and expenses were \$177.73. The headcount was around 32.

Chiefs Report: There have been 4 MVC, 5 fires, and 19 medical calls this month. The old engine and ambulance haven’t sold yet. Seven volunteers are now s130/s190 certified. 6 volunteers are driver certified. Christopher and Vern attended an accelerated training to enter burning structures. Ryan explains an expedited process for the volunteers to complete their needed tasks for task books. There is a new volunteer by the name of Glenn. Ryan motions to accept Glenn Fortin as a new volunteer, Wayne seconds it and the board approves unanimously.

Unfinished business

6201 has still not sold and Mike has not heard back from any of the prior offers.

Policy review: Ryan explains the policy books he obtained from the Sisters department. Randi has digitalized and sent out these policy books. Ryan’s thought is that these are better organized and modernized compared to the existing ones and that perhaps the board could go through a book at a time, see what does or does not apply, and adapt this format. He explains that can be done in workshops. Ryan goes on to explain these policies have all been approved by the Sisters attorney and SDAO. It’s suggested that Ryan and Randi work on book one and present it.

It's also requested that some hard copies printed up. Lon charges Melody with the task to print it up.

Evans Valley 4x4 Ambulance Purchase: Evans Valley has finally cleared for purchase. The crew inspected it a few months ago. The price is \$20,000.00. There would be two options for the rescue vehicle the department has assembled. One would be to remove the canopy and use it as a brush truck and the other would be to sell it. Ryan asks how the 4x4 would improve our operations, he asks if we need a new Zoll (12 lead) and don't have the money for that, but we have the money for an ambulance when the department doesn't transport, and thus aren't able to recoup costs. Lyle Neville explains that when there's snow on the ground, they often have to get people from far off areas to the station to meet the transporter, it would be useful to get MVC victims off roadways and that sometimes they actually do transport to the landing zone at the airport. The issue of tearing down the rescue vehicle to be a brush vehicle until the type 6 is ready. It is mentioned that the department's stated mission is a structural protection fire department and that ODF is paid to manage brush fires. Lyle Neville explains that the department is usually first on scene versus ODF and those trees on fire are usually surrounding homes. Lon reiterates that the board needs to consider what the town would like, because although the original stated purpose was a fire station, the department has been tasked with EMS as well. Bob states that District 4 only has 3 vehicles for as big of an area and we are vehicle heavy. Bob feels as a citizen the EMS service is vital. Melody wonders if the department can start charging out of districts patients to recoup costs. McKenna Johnson clarifies that BOTH the 4x4 ambulance and 12 lead are equally important when it comes to keeping a patient alive. Rebecca inquires if there are specific grants available to get a new 12 lead. Bob says that we currently have enough money to buy BOTH, and with the sale of the surplus vehicles the department would just about break even. The vehicle would require a new radio and decals to put it into service. Wayne motions to buy the new ambulance and Rebecca seconds it, the board approves unanimously.

Mercy Flights and billing: Melody broaches her continued frustration with Mercy Flights response time and our inability to recoup supplies cost. Ryan reiterates the need to keep relations friendly and not approach the County Commissioner yet because of the vital service they provide.

The conversation turns to better communications with the community to raise donations for equipment without having to raise the tax levy. Lon suggests a mailer.

Ryan has not confirmed the Mercy helicopter will be at the festival in August or not yet. The issue is figuring out where its going to land, once that's figured out it will be finalized. Jamboree booth will be comped.

New business

The department is no longer buying medicines through Bound Tree. They've contracted through Mercy Flights and thus the department receives a huge discount.

Resolution to add Rebecca Johnson as signatory on accounts: Melody Goodboe motions to add Rebecca Johnson as a signatory to the accounts and sign the resolution stating so, Wayne Scriven seconds this and the board approves unanimously.

Wayne motions to move \$20,000.00 from the equipment reserve fund to the checking account to purchase Evans Valleys ambulance, Melody seconds this and the board approves unanimously.

Breakfast pros and cons: Everyone thinks it went swimmingly. The only draw back was it seemed the rainy weather contributed to the guest being down by 2/3.

Fire contracts: Ryan states that the file full of contracts that Randi found are most likely void after the boundary extension. Randi will get those out of the file for final review, however.

Fifth Tuesday volunteer social: The next fifth Tuesday is August 30th. Ryan suggests a BBQ with some fun family games. The board agrees that this would be a good day and planning can begin to make this a quarterly event. It's suggested to have Jethro's in Shady Cove cater.

Apparatus tire chains: Ryan states the department doesn't have tire chains for the vehicles. Melody suggests contacting Les Schwab to see if they will donate some.

Staffing grant: The grant is to provide \$35,000.00 for extra staffing through fire season. The persons employed would be actual employees and not volunteers and thus would be taxed. The board agrees to apply.

Seismic Grant: Mike just needs approval to apply. Ryan makes a motion to grant approval to seek the seismic grant, Wayne seconds it and the board approves unanimously.

The meeting is adjourned at 9:28pm.

Secretary

Date of approval