

Regular Board Meeting
Corbett Fire District #14
Board of Directors
November 8, 2023

Present: Chair Shannon, Vice-chair Purvine, Secretary/Treasurer McHenry, and Director Smith

Absent: Director Weber

Staff: Fire Chief Rick Wunsch and Office Administrator Heidi Timberman

Guests: Fire Marshal Flood, Assistant Chief Snelling, Captain Sherman, Firefighter Kerslake, Corbett Water District Board President Kelly Piper, Corbett Water District Manager Ana Linden, Malcolm Freund, and Jack Garrison.

The Board Meeting was opened at 6:30 p.m. by Chair Shannon

Minutes

Chair Shannon asked if anyone had a motion regarding the October 11, 2023, Regular Board Meeting minutes.

Vice-chair Purvine made a motion to accept the minutes as presented.

Secretary/Treasurer McHenry seconded.

All in favor, motion carried.

(4 yes votes: M. McHenry, V. Purvine, D. Shannon & J. Smith; 0 no votes)

Monthly Financial Review

Office Administrator Timberman presented the October 2023 financial reports. All funds are within adopted budget appropriations for the fiscal year. The LGIP interest rate increased from 4.80% to 5.00% on October 16th. There were no unusual or unplanned expenditures for October. Property tax revenue collections are approximately 105% of the same period last year. We have used approximately 35% of the 2022 and 2023 WFS Staffing Grant through October 15. There has been no definitive word from the OSFM as to whether the excess funds will be required to be returned. The Bedrock Fire IR conflagration reimbursement was sent for final review/payment on October 12th. Fire Chief Wunsch reviewed the purpose and scope of the WFS Grant for the board. OA Timberman reported that the spending timeline for the bond is 5% within six months and 85% within three years of closing. We have met the six-month mark.

Bond

FC Wunsch reported that we have met with Web Steel regarding the Springdale station. The CAD designer finalized a plan that we will be able to submit to the state. Fire Marshal Flood interviewed and talked with an architect who seems to be right in line with what we want to do, something simple, easy, and willing to work with us. He is looking at the plans currently. Our civil engineer is putting together the site plan in preparation for submission to ODOT. Mr. Fry recommended, from past experiences, to work from the top down. ODOT is at the top for Springdale. We will work within the scenic area for Corbett. He suggested the bond committee meet within the next month to assist with the application process. We had a utility locate done at the Corbett station. We should be moving forward with the septic at Springdale.

EMS Contract Negotiations

No update.

Metro Properties

No update.

Second Reading – New Policy: Boot Reimbursement

Chair Shannon asked if anyone had a motion to approve the revised policy. Secretary/Treasurer McHenry made a motion to adopt the policy as presented in the second reading.

Vice-chair Purvine seconded.

All in favor, motion carried.

(4 yes votes: M. McHenry, V. Purvine, D. Shannon & J. Smith; 0 no votes)

Deletion of General Order #31

Chair Shannon asked if anyone had a motion regarding the deletion of General Order #31 – Boot Reimbursement Program.

Secretary/Treasurer McHenry made a motion to delete General Order #31 – Boot Reimbursement Program effective December 31, 2023.

Vice-chair Purvine seconded.

All in favor, motion carried.

(4 yes votes: M. McHenry, V. Purvine, D. Shannon & J. Smith; 0 no votes)

Audit Services

The Board received three and five-year proposals for audit services from Jarrard, Seibert, Pollard & Co. LLC. OA Timberman reported that the scope is the same for both and as well as the previous agreement. A short discussion followed. Director Smith made a motion to accept the five-year proposal for audit services.

Secretary/Treasurer McHenry seconded.

All in favor, motion carried.

(4 yes votes: M. McHenry, V. Purvine, D. Shannon & J. Smith; 0 no votes)

Review Policy 4.2: Board Meeting Agenda

The Board received a proposed update to Policy 4.2 as requested by Chair Shannon at last month's meeting. The update will give the board discretion at the outset of the meeting to move agenda items around in the interests of time. Secretary/Treasurer McHenry made a motion to adopt the amended policy as presented.

Vice-chair Purvine seconded.

All in favor, motion carried.

(4 yes votes: M. McHenry, V. Purvine, D. Shannon & J. Smith; 0 no votes)

Executive Session was not held. Fire Chief Wunsch waived his right to hold the evaluation of his job performance in executive session.

Evaluation of the job performance of the Fire Chief

The Board gave the Fire Chief the highest marks in all areas of his job performance.

Chair Shannon signed the evaluation. OA Timberman will add the evaluation to FC Wunsch's personnel file.

Audience Testimony

Jack Garrison expressed his thanks to FC Wunsch, FM Flood and OA Timberman for their assistance to him as the NEMCCA logistics representative for the December 2nd Christmas event.

Corbett Water District Manager Ana Linden shared the process the water district is following to update their policies.

Chief's Report

Calls - No significant calls.

BOEC - Discussed inviting Director Cozzie to either the December or January meeting for an update on BOEC's services.

OSFM Engine Program - We should see an IGA in the next week or two; tentative delivery of the water tender is late spring/early summer next year.

Recruit Academy - We have eight new recruits now; there was a work schedule conflict with the ninth. We are in week three of training; all are doing well and seem to be fitting in with the current membership.

Tree Lighting – Planned for Saturday, December 2nd.

Items not on Agenda

None

Agenda Suggestions for Future Meetings

Email from Corbett Water District

Chair Shannon adjourned the Board Meeting at 7:40 p.m.

Draft