



Boardman Fire Rescue District Board of Directors
Board Meeting Minutes
March 11, 2021
Boardman Fire Station 81
300 SW Wilson Lane, Boardman, OR 97818

Zoom: <https://zoom.us/j/9179442009?pwd=Yzk2&HJaSXITUThBbzZWM2gyNS9zQT09>

CALL TO ORDER at 7:00 pm by Chair Loren Dieter

PLEDGE OF ALLEGIANCE was recited.

PRESENT

Director: Chair Loren Dieter, Vice-Chair David Boor, Secretary/Treasurer Ken Browne, and Don Russell

Steve Myren – Rest in Peace 2/1/2021

Staff: Chief Mike Hughes, Fire Marshal Marty Broadbent, Captain Adam Cole, Lt. Casey Zellars, Executive Assistant Suzanne Gray

Guest: Donnie Griggs

OPEN TIME FOR PUBLIC EXPRESSION – NONE

AGENDA ADJUSTMENTS - NONE

PRESENTATIONS/RECOGNITION

Boardman Chamber of Commerce Distinguished Citizens awarded Boardman Fire Rescue District with the First Responders Award for 2020. State Representative Greg Smith's Office sponsored the award. Patrick Collins, Legislative Director to Rep. Smith, was on hand to present the award. Marcie Rodelo nominated the organization. Director Ken Browne and Chief Mike Hughes attended the dinner March 6th. Videos explaining the award were made earlier in the week with Director Don Russell onsite.

DIRECTOR REPORTS

1. Kirby Nagelhout Construction Company - Last Friday, March 5, 2021, Chief Hughes, Loren Dieter, and Ken Browne interviewed the top three construction companies with Becky Blankenship. Ken Browne said a construction company had been chosen and is on board. Loren Dieter said it was a close race. Don Russell commented the line-up of the same three companies resulted in different "firsts" but all three are really good.
2. Don Russell announced that he would not be running for an eight term. He has served 28 years on the Fire District Board. He encourages anyone to run. The filing deadline is March 16th for three positions. Donnie Griggs has filed. Ken Browne is running again. Chief Hughes confirmed that Lisa Pratt has mailed her paperwork in.
 - a. Several other public boards have positions on the ballot in May including: Library Board, Boardman Park & Rec, School Board, Port of Morrow, Health District. The City Planning Committee is by appointment and then approval of City Council but looking for additional members.
 - b. Most boards are five positions which means half of the board is up for election every four years.



FIRE CHIEF'S REPORT

1. Bond Update
 - a. All but partial Year 2029 and 2039 totaling \$350,000 of the bonds sold. They are available when needed. The rest of the proceeds are here. The closing was scheduled for 9:00 am on February 24, 2021. The federal wires crashed nationwide a little before 8:30 am. The Bond Counsel and Financial Adviser were able to satisfactorily finalize the closing at 10:30 am.
 - b. Everything due at this time is paid for except the land. The legal description of the land is held up at either the City of Boardman or Morrow County level. The owner had sold one acre of the lot last fall. The County has a new surveyor. If needed, Don Russell can inquire at the County level.
2. New Utility Truck
 - a. The District received the new utility Tradesman on February 24, 2021. Decals have been applied and it is in service. Sam Irons is on maternity leave. When he returns, lights and radio will be installed.
 - b. Suzanne Gray has been delivering Senior Center meals Adam Cole has moved training props. In the future, the utility truck will also be used to go on State Conflagrations.
3. Paterson Ferry Training Facility
 - a. The Paterson Ferry lot is near the Cleaver's recently annexed land. The five-mile radius overlaps the Port of Morrow (POM) with the main station five-mile radius. Two responses to the Port of Morrow (POM). This lot is seven minutes to Irrigon, OMD National Guard Training Facility, or Boardman.
 - b. It is believed that water is at the sight. Power is across the street. A septic system would have to be installed.
 - c. Chief's plan, with the permission of the Board of Directors, is to go before the CREZ board to get them to kick in for the station and training tower. The substation would help their ISO and helps POM attract industry.
 - i. Don Russell said the CREZ II board will meet again in December or possibly January 2022. Their funding is dependent on property taxes that start coming in mid-October. After January, there is nothing to disperse. The second enterprise agreement has reached the end of its life and will run out of money in a couple of years. The third enterprise agreement is being developed.
 - ii. Chief said he would come back next month with a proposal to purchase the Paterson Ferry land. The Port of Morrow's sell price is the amount they spent to obtain the lot. \$15,000.00 an acre with the parcel being four plus acres a sell price of \$60,000.00. The savings in purchasing less land for Station 81, the owner selling the acre to another entity, frees up money from the bond. Bond money saved from main station land purchase could be used for the substation land purchase.



FIRE CHIEF'S REPORT CONTINUED

- iii. Police Chief Rick Stokoe requested a shooting range for the police department with the fire substation. Don Russell said there is huge demand for a public shooting range. Loren Dieter related vandalism was taking place. As the Port of Morrow grew around the range, congestion and other safety concerns shut the range down.
 - iv. Oregon Military Department (OMD) has invited Chief Hughes to talk to higher ups. OMD would like to build a station on the edge of Boardman Fire Rescue District boundary. OMD has 18 open positions but are only filling six. Chief Hughes proposes OMD funds from 12 positions help staff the Paterson Ferry substation. During the summer Boardman would help on base while the populated training is happening. Boardman would be the primary structure fire resource.
 - a) Ken Browne is okay with this as long as there is funding for the personnel.
 - b) Loren Dieter verified the substation staffing would be 24 hours, seven days a week. Yes, it would be 24/7.
 - c) David Boor asked if OMD would spend money on the substation. Chief replied yes, and additional training would be offered. In addition, the Naval Bombing Range would join the National Guard. Sean Merrill is the contact for the Bombing Range.
4. Irrigon Fire District
- a. Chief Hughes spoke with Irrigon Chief Larry Burns. Chief Burns requested automatic mutual aid on all (Fire & EMS) calls especially during the daytime. Boardman will be cancelled if Irrigon unit is staffed.
 - b. Consensus on being neighborly. If it continues for months, discussion for compensation should take place. Dave Boor stated that this lays the groundwork to merge.
 - c. Boardman Fire Rescue District is never "not covered". Crews are called back into Station 81 filling for any call. An example is the Western Alfalfa, a couple times in the week the station was backfilled.
 - d. Don Russell noted that it goes back and forth. Historically, Irrigon came to assist Boardman with fires. Mutual aid agreements with Pendleton, Hermiston, South Morrow County, Gilliam County have come together where needed. Loren Dieter agreed that mutual aid is good. Chief Hughes mentioned Irrigon sending two tenders to the first Western Alfalfa fire.
 - e. Chief Hughes wanted the Board to be kept updated and know exactly what is going on.
 - i. Don Russell thought full aid to help through a tough time is not a mutual aid issue. A problem with leadership the Irrigon board needs to step up. Chief Hughes has attended a few Irrigon Board meetings. If going to Irrigon becomes too much, Chief will stop.



FIRE CHIEF'S REPORT CONTINUED

- ii. Don Russell talked with Irrigon Board 15 years ago. It was a casual conversation that went nowhere.
5. Boardman Way book
 - a. Each director has a copy and are the first to see it.
 - b. Boardman Way contains the mission and vision of the District. It defines how we treat each other. One section contains the history of the organization as reviewed by Marty Broadbent, Suzanne Gray, and Director Don Russell. Don Russell noted that Wayne KUHN is not Kunze in 1940s picture.
 - c. Boardman Way is a living document. Always being added to as the District adds stations. Pictures of Board of Directors will be updated.

CONSENT CALENDAR ITEMS

Don Russell moved to approve as presented the minutes of the February 11, 2021 regular Board of Directors meeting and bills payable. Ken Browne seconded the motion. The motion passed 4-0 by those named Don Russell, Ken Browne, Loren Dieter, and David Boor.

ACTION ITEMS

1. Request to move Bond Proceeds to Oregon Local Government Investment Pool (LGIP)
 - a. LGIP is a program with Oregon State Treasury. The money will be protected beyond what the local bank can provide. Resolution 03-001-2021 allows permission to enter the investment pool and move the money to the pool.
 - b. Chief distributed forms to sign to access the account.
 - c. Don Russell mentioned Morrow County Treasurer Jaylene Papineau sends the money to Oregon LGIP. The Order signed each year allows County Treasurer to invest funds.
 - d. David Boor moved that the District go with the Oregon State Treasury's LGIP (Resolution 03-001-2021) through the County Treasurer. Ken Browne seconded the motion. The motion passed 4-0 by those named David Boor, Ken Browne, Don Russell, and Loren Dieter.
2. Request to accept Kirby Nagelhout Construction Co. (KNCC) as builder for Station 81
 - a. Loren Dieter, Ken Browne, and Chief Hughes joined Owner's Representative Rebecca Blankenship met to interview construction companies on March 5, 2021.
 - b. Requesting formal approval and signature of Resolution 03-002-2021 to hire Kirby Nagelhout Construction Company to build Station 81. Chief Hughes says KNCC organization and presentation was off the charts. Another plus is KNCC has an office in Pendleton and the main office in Bend.
 - c. David Boor asked about 81 designation. Each fire district has a zone – Irrigon is zone 2, Heppner zone 5, Boardman is zone 8.



ACTION ITEMS CONTINUED

- d. Ken Browne moved to approved Kirby Nagelhout Construction Company as builder of new Station 81 per Resolution 03-002-2021. Don Russell seconded the motion. The motion passed 4-0.
3. Request to increase online bill pay from \$500 to \$750.
 - a. Ken Browne made a motion to authorize increase maximum payment via online bill pay from \$500 to \$1000. David Boor seconded the motion. The motion passed 4-0 by those named Loren Dieter, David Boor, Ken Browne, and Don Russell.

COMMITTEE REPORT

1. Fire Station Committee – place holder.
2. Wilson Fire Station Re-use Committee
 - a. Begin setting up public meetings for community feedback. David Boor says talks with community are important. The District would like to keep the three far bays for maintenance/training. The Food Pantry was an initial agency to re-use but they have their own building. Preliminary talks wanted since many parties are interested.
 - b. David Boor will have dates for a schedule next meeting.

FIRE LOSS MANAGEMENT REPORT

Fire Marshal Marty Broadbent provided a report from January 1, 2021 to present.

1. Ten plan reviews: 8 Amazon, 1 OMD (Navy), 1 Lamb Weston West Plant
2. Eleven Acceptance Testing (fire alarms/sprinklers): 10 Amazon, 1 Lamb Weston West
3. Eighteen Inspections: 10 critical occupancy, 8 company officers (duty crews)
4. One Large Loss Fire Inspection: Eastern Oregon Processing \$1.5-2 million before hemp bin
5. Response Fees (False Alarms): \$2,500 generated \$2,000 Loves Truck Stop \$500 Lamb Weston East Plant
6. Plan Review Fees: \$25,943 for ten plan reviews in the fourth quarter of 2020
7. Chief Hughes' goal is to have plan reviews and other fees pay for the Fire Marshal position. Providing the service allows Marty Broadbent succession planning. Two employees are interested in learning the Fire Loss Management duties.
8. Don Russell will be part of County talks with the City of Boardman. Currently the County contracts with the City for building permits and plans review. The City has reached the limit where they can spend a current \$6 million fund. The City Code official wants to perform fire tasks. The Fire District is able to take on the tasks and received funds associated. Often Glenn McIntyre is present with Marty Broadbent when only the Fire approval is needed. Don Russell said the money to for the public good.



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FINANCIAL REPORTS

1. Chief Hughes pointed out all three payments for State Conflagration has been received for a total of \$47,909.19.
2. Bond funds have paid back the General Operating Contingency fund as promised.

COMMUNICATIONS - NONE

CLOSED DOOR SESSION: Pursuant to Oregon State Executive Session ORS192.610 to 192.690 FLSA – OAR 839-020-004(25), (29), (30). OAR 839-020-005 and 29 CFR 541.0-541.315 Hernandez – ORS 236.350 to 236.370, ORS 240.555, NFPA 1582, District Policy(s) 1004, 1019
Chair Loren Dieter recessed the general session at 7:57 pm.
Chair Loren Dieter reconvened the general session at 8:28 pm.

REPORT OUT ON CLOSED DOOR SESSION:

The District is now Fair Labor Standards Act (FLSA) compliant. Chief Hughes has been working on this issue since March 2020.
The other item is a Personnel issue. As it is Personnel, no report will be made.

NEXT SCHEDULED MEETING

Next Regular Board Meeting is scheduled for Thursday, April 8, 2021 at 7:00 pm.
Special Board meetings are scheduled as needed with a minimum of 48 hours public notice

ADJOURNMENT at 8:30 pm by Chair Loren Dieter

Respectfully submitted by Suzanne Gray, Executive Assistant