



Boardman Fire Protection District Board of Directors
Board Meeting Minutes
November 12, 2020
300 SW Wilson Lane
Boardman, OR 97818
Join Zoom Meeting: <https://us02web.zoom.us/j/8249254681>

CALL TO ORDER at 6:00 pm by Vice-Chairman David Boor

PLEDGE OF ALLEGIANCE was recited.

PRESENT

Director: David Boor, Ken Browne, and Don Russell

Staff: Chief Mike Hughes, Captain Adam Cole and Suzanne Gray

Absent: Loren Dieter and Steve Myren

OPEN TIME FOR PUBLIC EXPRESSION - NONE

AGENDA ADJUSTMENTS - NONE

PRESENTATIONS -

Swearing in of current paid staff and new Firefighters/EMTs took place in the SAGE Center Theater. Directors and staff moved to the theater at 6:01 pm. Boardman Chamber of Commerce conducted a Facebook Live for the event. Pinning Ceremony for Boardman Rural Fire Protection District Oct 15 at 6:03 PM can be viewed on the Chamber Facebook page. Individuals honored were the following:

Michael Hughes – Fire Chief

Marty Broadbent – Fire Marshal

Adam Cole – Captain

Casey Zellars – Lieutenant

Jeremy Gierke – Lieutenant

Sam Irons – Firefighter/EMT

Ethan Salata – Firefighter/EMT

Timothy Atkeson – Firefighter/EMT

Andrew Corral – Firefighter/EMT

RECONVENE at 6:37

DIRECTOR REPORTS

1. Ken Browne spoke with Kathleen Kenny about a grant opportunity.
2. Don Russel has heard positive feedback on bond. No negative comments heard this time.
3. David Boor said thank you to Boardman Chamber of Commerce, Torrie Griggs, and SAGE Center. It is a testimony to working together on the Facebook Live events and the ceremony tonight.



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FIRE CHIEF'S REPORT

1. Bond Update –
 - a. The Facebook Live presentations have been rolling out with the final one on Oct 29th. Yesterday Facebook Live was with law enforcement agency representatives. Monday, 10/19/2020 will be conducted in both Spanish and English with a translator at noon. The final will be with Ryan Neal, Port Manager and Don Russell, Fire Board Director to provide historic information.
 - b. Printed information materials have been given out. The tri-fold brochures have been given to all the stores, most businesses in Boardman. Approved language similar to the brochures was used on a mailer card. The cards were mailed to arrive October 14th.
 - c. Large piles of dirt are appearing on the proposed site of the new fire station. Tapin Company is donating 1,000 yards of dirt from their construction site right across the street. Ken Browne asked if the current landowner is aware. Chief Hughes related that he is aware and okay with the fill dirt.
2. The new Brauer air compressor has been delivered. Chief Hughes is struggling to have it installed in the current station. He is holding off until the bond passes. In the meantime, he would like to pull out the old air compressor and surplus it to southern Oregon departments devastated by wildland fires. PGE Coal Fire Plant plans to donate a portable air compressor as their decommissioning wraps up. Bob Hancock is the contact at PGE Coal Fire Plant.
3. Good Shepherd Community Health Foundation awarded a grant in the amount of \$23,500.00 for a heart monitor that swaps seamlessly with the ambulance equipment. Chief Hughes gave kudos to the staff who did the paperwork. Adam Cole informed the directors that Good Shepherd Foundation board members regularly attend Boardman Chamber lunches as a point of conversation. David Boor asked if a thank you card could be provided for the Fire Board Directors to sign.
4. Surplus vehicles – three pickups have been driven to State Surplus in Salem. The flatbed truck has been purchased by volunteer firefighter Easterday as the Port passed on it.
5. Surplus hose could be offered to the devastated fire districts in southern Oregon along with the old air compressor.

CONSENT CALENDAR ITEMS

Don Russell moved to approve as presented the minutes of the 9/10/2020 meeting and bills. Ken Browne seconded the motion. The motion passed 3-0 by those named Ken Browne, Don Russell, and David Boor.

ACTION ITEMS

1. Consider logo change – During the previous meeting, a Guinness World Record holder for patch collections contacted the station. Boardman Fire and Rescue logo with the flag positively stood out which brought the discussion to the Board of Directors.



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ACTION ITEMS CONTINUED

- a. Steve Myren made it clear no repainting or re-stripping of the trucks would occur if a logo change happens. Chief Hughes agreed and moving forward the name (Boardman Fire and Rescue District) and flag logo would be used.
 - b. As volunteers designed Scorch, respectfully retire yet continue as part of the District trucks as Boardman moves from volunteer to full time, full risk operations.
 - c. David Boor liked Steve Myren's suggestion for two sizes. A 50% smaller patch for trading. Chief Hughes says Stephanie Johnson, Old Town Design, can make the patches. Her business has been producing the tee-shirts with the flag logo.
 - d. If the Board agrees to the name and logo change, a resolution needs to be signed, published in the paper for 30 days, and filed with the State of Oregon.
 - e. Ken Browne made a motion to adopt the new logo and change the name of the fire district to Boardman Fire and Rescue District. Don Russell seconded the motion. Discussion on the motion, Chief Hughes had spoken with Loren Dieter. Both Fire Board Directors absent today were on board with the name change. The motion passed 3-0 by those named Don Russell, Ken Browne, and David Boor.
 - f. Ken Browne made a motion to pass Resolution 10-015-2020 regarding the name and logo change for the fire district. Don Russell seconded the motion. The motion passed 3-0 by those named David Boor, Don Russell, and Ken Browne.
2. PERS – Past Fire Chief, Fire Marshal, Assistant Chief, and District Clerk have had their PERS allocation paid for by the District. This was not addressed in the current Fire Chief's contract. Request to continue providing PERS to new Fire Chief. Cost to the District would be \$253.00 per pay period or \$6,072.00 per year. employer paid as Chief expected it to be waived. Oregon law says must be paid.
- a. Chief Hughes had the intention to waive Oregon PERS. The State of Oregon requires all employees of a PERS employer to enroll.
 - b. Don Russell explained that another retirement system could be used if it was as good or better than PERS. The dime is on Chief or the employer after a six-month waiting period.
 - c. Ken Browne made motion to approve the District (employer) pick up Chief Mike Hughes PERS payment. Don Russell seconded the motion. The motion passed 3-0 by those named David Boor, Ken Browne, and Don Russell.
3. Surplus current compressor - Chief Hughes would like to surplus and donate current air compressor to an Oregon Fire Agency destroyed in recent wildfires. Originally the person who services the air compressor made the suggestion. This equipment has a value. At this time there is not a specific fire district in mind. David Boor suggested contacting the State Fire Marshal Office. Don Russell said that is a great idea.

Don Russell made a motion to allow Chief Hughes to donate surplus equipment of his choice to a fire district the Fire Chief determines. Discussion began with David Boor asking about other PGE donated items. Out of compliance turnouts were mentioned. Ken Browne asked what other



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ACTION ITEMS CONTINUED

items could the southern Oregon fire districts use. The motion passed 3-0 by those named Ken Browne, Don Russell, and David Boor.

COMMITTEE REPORT

1. Recruitment/Retention.

Three volunteers were lost due to concerns with COVID. Three volunteers signed up. Two of the new volunteers had applied for the open firefighter positions in July. A new part of accepting a volunteer applicant is passing the Physical Agility Test first. Adam Cole stated two will return after the pandemic.

FINANCIAL REPORTS

1. Revenue is close to the budget. Chief Hughes is still hopeful the tax anticipation loan will not be used.
2. Chief Hughes would like to rename Cash Carry Over to Contingency Fund on the Budget to Actual excel sheets. Chief Hughes will build the Contingency Fund to \$1.3 million to cover July-November payroll, or cover a catastrophic event i.e. wreck a truck. Eventually, he would like to have 50% of the budget in Contingency by adding \$100-140,000 per budget year. When Contingency built up, the District can do away with the tax anticipation note. District income has increased 10-12% each year. Build slowly by taking a percentage of the increase.
3. Don Russell asked if the increased grant funds is because of COVID. Chief Hughes said this is the first-time requesting consideration of the Good Shepherd Community Health Foundation. Similarly, first time requesting with Tillamook.

COMMUNICATIONS

1. Communique magazine, Fall 2020 edition from Oregon Fire District Directors Association
 - a. Don Russell related information from the 1920 Big Burn fire in Idaho.

CLOSED DOOR SESSION: NONE Pursuant to Oregon State Executive Session ORS192.610 to 192.690

NEXT SCHEDULED MEETING

Next Regular Board Meeting is scheduled for Thursday, November 12, 2020 at 7:00 pm.
Special Board meetings are scheduled as needed with a minimum of 48 hours public notice.

ADJOURNMENT at 7:11 PM by Vice-Chairman David Boor

Respectfully submitted by Suzanne Gray, Executive Assistant