

**Approved Board Minutes**  
**Deschutes County R.F.P.D. #2**  
**Board of Directors Meeting & Public Hearing**  
**Tuesday June 15, 2021 at 11:30 A.M.**  
**Teleconference Available due to Governors Social Distancing Order**  
**Call Number 1-503-946-5336 - ID is 726126230#**

- 1. For the Record: Open Meeting and Introductions by President Roshak at 11:30 AM**  
**Attending:** George Roshak, President; Karl Scronce, Vice President; Kent Haarberg, Secretary-Treasurer; Ray Miao, Director; Gary Cadez, Director; Gary Marshall, Executive Director; Kay Johnson, Accountant; Todd Riley, Fire Chief; Bill Boos, Deputy Chief; Trish Connolly, Battalion Chief.
- 2. Public Comment:** None
- 3. Approval of minutes from last meeting:** Motion by Haarberg to approve the regular Board meeting minutes and the Budget Committee meeting minutes. Motion seconded by Cadez. Motion approved unanimously.
- 4. Consideration of monthly expenses:** Haarberg made the needed transfers of funds. Haarberg stated he has reviewed the expenses, deposits and balances and verified that all the monthly accounting transactions are accurate to the best of his knowledge. Motion made by Haarberg to approve the monthly expenses. Motion seconded by Scronce. Motion approved unanimously.

**5. June, 2021 Checks Written:**

<b>6.</b>	5616	Mastercard	See Attached	529.72
<b>7.</b>	5617	Gary Marshall	Cell Phone	80.00
<b>8.</b>	5618	KJ Accounting	Accounting	1,050.00
<b>9.</b>	5619	SKBBPOA	Boonesborough Wildfire Grant	2,500.00
<b>10.</b>	EFT	Gary Marshall	Payroll	6,776.10
<b>11.</b>	EFT	Payroll Taxes	Payroll taxes/payroll fee	<u>4,156.28</u>
<b>12.</b>			TOTALS	15,092.10

**13.**

**14. Mastercard:**

<b>15.</b>		Amazon	Camera Stand for meetings	26.99
<b>16.</b>		GlobalStar	Satellite Phone (2 months)	154.86
<b>17.</b>		Croutons	Agenda meeting	44.10
<b>18.</b>		Century Link	Phone	59.90
<b>19.</b>		DRI Crash plan	Backup	19.98
<b>20.</b>		Bangers and Brews	Bldg Maintenance lunch mtg	36.94
<b>21.</b>		Safeway	Drinks/Desserts for Board Mtg	40.65
<b>22.</b>		Aloha Cafe	Board meeting lunch	<u>146.30</u>
<b>23.</b>				529.72

**24. 5/31/2021 Bank Balances:**

<b>25.</b>		First Interstate Checking	79,646.78
<b>26.</b>		First Interstate Money Market	273,014.77
<b>27.</b>		LGIP Operating Fund	663,603.64
<b>28.</b>		LGIP Capital Improvement Fund	1,046,726.04
<b>29.</b>			

- 30.
- 31. Transfer from LGIP to City of Bend
- 32.           \$235,125.00
- 33.
- 34. Transfer from LGIP to LGIP Capital Fund
- 35.           \$200,000.00

**5. Reports:**

A. Fire Department Reports / Fire Chief Todd Riley: Chief Riley gave a report on the FireFree program, and the total cubic yards and tons of debris was similar to last year. Riley reported that Business Manager for the fire department will be leaving for Memphis Fire Department. Next week there will be a promotional process for Deputy Chief of Administration. The IGA will be on the Consent Agenda for the City Council. Boos reported on the new rookie firefighters. He also noted that the department is getting ready for a dry hot fire season. Boos also reported SB 762 will probably pass in the Oregon Legislature and Sisters Fire Chief Roger Johnson was the leader in that process. Another Senate Bill will separate the Oregon State Police from the Oregon State Fire Marshal to take place in 2023. GEMT process continues, Boos has been working on this project for six years. Miao asked if SB 762 is the defensible space requirements bill? Boos replied yes. Discussion continued on the requirements. Connolly advised the Board of a new wildfire awareness program she has created for the City. Roshak noted the Dashboard report showed the response times were down a minute. Riley said that it is good news, but it is a statistical calculation for a period of time during the month. Roshak asked if the 48/96 shift schedule is an issue for fatigue? Riley said he watches that closely and that if there are any safety issues, and or, any changes nationally or with recommendations from NFPA he will bring that to the Board. Roshak said he is concerned for those busy days and working 72 hours straight in some instances. Marshall said he is working on getting new, better beds and blackout shades to allow better sleep and less fatigue.

B. Accountant Report / Kay Johnson: Johnson reported that tax revenues are up 3.7% and that we will be discussing a resolution later in the meeting due to the extra funds and the amount paid to the City. Operation and Capital Improvement Funds looking particularly good. Johnson reported that PERS will be lowering the interest rate again probably down to 7% which means the unfunded liability is more than anticipated. She said PERS rates will continue to go up. Johnson said the OPSRP will carry the burden until Tiers 1 and 2 become fewer. Roshak said the people he retired with had to pay back PERS funds due to a lawsuit. Marshall said PERS made some mistakes years ago which made a very lucrative pension for many, but that PERS has reformed much of this for current retirees.

C. Executive Director Report / Gary Marshall: Marshall reported on a change how we will order the address signs. Now working with City Public Works sign department to lower our cost to manufacture. Much of this coordination was done by Budget Member Michael Kirkpatrick and Deputy Fire Marshal Dan Derlacki. Miao asked why there were red address signs in the fire district? Marshall said that this was an old program to identify adult foster homes, which we do not make red signs any longer because too many of these homeowners moved and did not tell the fire department. Marshall gave an update on the sealing of the brick at the two newer fire stations. Marshall said many contractors and businesses can not find workers. Marshall asked the Board how they want to manage the post pandemic procedures for Board meetings? Do they want boxed lunches, do they want the public to attend meetings in person that are not vaccinated? Haarberg said to

keep the box lunches but try to get back to normal. Roshak said to keep the virtual meeting availability for those who want to use it. Discussion about those who are vaccinated can attend meetings and keep the virtual meetings available for those not vaccinated. Consensus by the Board was to keep the virtual meetings available and reassess the pandemic requirements in September.

**6. Old Business:**

A. Turnout Dryer Quotes for Stations 302 and 306: Marshall reported the dryers are ready to be ordered. Haarberg made a motion to purchase the two turnout dryers for station 302 and 306 for \$12,937.00. Cadez seconded the motion. Marshall said the dryer will be installed as soon as possible in station 302 and may wait a while before installing at station 306 as there are no firefighters in that station and the installation costs are more than that was anticipated. Motion approved unanimously.

B. IGA Approval: Marshall reported it is on the City's Consent Agenda.

C. Greater Bend Area CWPP Progress: Marshall reported that the second meeting is scheduled for tomorrow, and he has updated all of the fire districts information as this document is updated every five years. Miao said Marshall can sign this document for the Board.

**7. New Business:**

**Open Public Budget Hearing by President Roshak:**

A. Resolution #120 Adopting Budget/Appropriations/Levying Taxes: Marshall read Resolution #120. Haarberg made a motion to approve Resolution #120. Seconded by Miao. Motion passed unanimously.

B. Resolution #121 Transferring Funds from Operating to Capital Improvement: Marshall read Resolution #121. Motion by Haarberg to approve Resolution #121. Motion seconded Cadez. Motion approved unanimously.

C. Resolution #122 Adopting 2021/22 Budget, Appropriations & Levying Taxes: Marshall read Resolution #122. Haarberg made a motion to approve Resolution #122. Motion seconded by Miao. Motion approved unanimously.

**President Roshak Closed Public Budget Hearing.**

**New Business Continued:**

D. Awards Discussion: Roshak would like to nominate Battalion Chief Jeff Blake and Deputy Chief Drew Norris for the outstanding work they did on specific projects that have assisted the fire district Board and their constituents in reducing response times for better service and safer community. Haarberg agrees with these nominations. Board agreed to recognize their efforts and that the recognition plaque at the Training Center should display their names. Chief Riley appreciated the Boards effort to recognize these two individuals and he will be sure to have them at the next Board meeting. Marshall said that these two should be recognized at the next Awards banquet. Riley agreed.

E. FireFree Wildfire Grant Application: Marshall reviewed the Rock "O" residential subdivision that is requesting \$500.00. Haarberg asked where this subdivision is located? Marshall said North of Bend. He said that Deputy Fire Marshal Maniscalco is working with this group to reduce wildfire risk. Miao asked what this group is asking the Board to fund? Marshall said it appears to be to "hold-out" neighbors that do not want to do

anything to their property or don't have the resources to reduce their wildfire fuels. Board discussed the amount they are requesting. Haarberg felt the Board should pay the full \$500.00 rather than 50% that the Board normally funds because the neighbors appear to be doing the work and there will be a bunch of "sweat equity" in the debris clearing by neighbors. Miao asked if the Board refunded "sweat-equity"? Marshall said no, but other programs do such as Firewise. Miao said we could refund them the entire amount if they show receipts. Haarberg made a motion to approve the \$500.00 request with receipts to support that amount. Motion seconded by Cadez. Motion approved unanimously.

F. Address Signs: Already discussed under the Executive Directors report.

**8. Good of the Order:**

A. Vice President Scronce last board meeting: Fire Chief Riley gave an appreciation award to Vice President Scronce for his years of service to the Board of Directors and to the Fire Department. President Roshak gave a recognition letter and a flag to Vice President Scronce for his years of service and dedicated work for the fire district citizens. Scronce gave thanks to the Board and Bend Fire Department. Marshall said it has been his pleasure as the Executive Director working with Vice President Scronce and appreciated his attendance at all the meetings and conferences that demonstrated leadership on this Board.

**9. Meeting Adjournment at 12:50 PM.**

**10. Next Regular Board Meeting and Budget Hearing: July 13, 2021 at 11:30 A.M.**