

**Crooked River Ranch RFPD
6971 SW Shad Rd
Terrebonne, OR 97760-9250**

**Board Meeting Minutes
July 19, 2018**

A regular Board meeting of the Crooked River Ranch Rural Fire Protection District Board of Directors took place on Thursday, July 19, 2018 at 6:30 p.m. at the Crooked River Ranch Fire District Fire Station, located at 6971 SW Shad Road, Crooked River Ranch Oregon.

Board Meeting Minutes

1. Called to Order by Director Bengtson at 6:30 p.m. Directors Bengtson, Dille, Kirk, Meredith and Oakley were present. Also present was Fire Chief, Harry Ward, Assistant Fire Chief, Mark Wilson, Assistant Fire Chief, Sean Hartley and Administrative Assistant, Dana Schulke. Also in attendance, Captain Alysha Delorto, Volunteer Dennis Senko and Paul Hammerquist. Members of the public were Tina Wilson and Patricia Hayes.
2. Review of Meeting Agenda Items – Agenda was reviewed and there were no other topics to add.
3. **Approval of the Board Meeting Minutes.**
 - 3.1. June 20, 2017 Board meeting minutes – minutes were reviewed by the Board and Director Dille made a motion to approve the June 20th Board meeting minutes as presented, Director Meredith seconded the motion, and all were in favor and the motion passed (5-0).
4. **Financial Reports -**
 - 4.1. Director Meredith presented the financial report as of the end of June 2018. In the First Interstate Bank general account, there was \$15,085.76. In the First Interstate Bank-Payroll account, we had \$3,024.25. In the Jefferson County Treasury the account balances were: Bond Fund \$12,090.46, Building/Equipment Capital Reserve Fund \$183,404.57, General Fund \$68,588.26, Local Option Levy Fund \$194,694.03. Accounts Receivable there was \$45.00. There were various questions asked by the Board and by Pat Hayes in regards to the Budget Variance. Director Kirk made a motion to approve the June financial report as presented, with updated June financial information to be submitted to the Board by the end of July. Director Dille seconded the motion, all were in favor and the motion passed, (5-0).
 - 4.2 **Appointment of Board members to sign checks** – It was decided that Director Kirk and Director Meredith will sign checks on Thursday, August 9 and Director Meredith and Director Oakley will sign checks on Monday, August 27, 2018.
5. **Comments from the public** – none
6. **Unfinished Business** –
 - 6.1 **Follow-up discussion on the new Radios** – Assistant Fire Chief, Sean Hartley stated Chief Ward attended the 911 user meeting and they are hoping to have our radios to us by the end of July. It is moving forward, and once we have them we will be in the testing mode with them. There was no other information to report at this time.
7. **New Business** – none

8. Fire Chiefs Report – Chief Ward stated that tomorrow is the first day we can submit our Ballot Measure for the Levy Increase, he is working on that and will get it submitted to Jefferson County. Once we get a ballot measure number, we can get all our printed material out. We are also working on a very nice presentation board to present to clubs and residents. We had a great turn out for the Independence Day celebration and the obstacle course was a huge hit. The students are half- way through their academy. Our Strategic Plan is finished and if the Board has anything they would like to add to it, or any goals, to please let him know as soon as possible. He stated that Standard of Coverage is also finished. Director Dille stated that there are a few spelling and grammar errors that need to be fixed on page 7 of the Strategic Plan. Assistant Chief’s Wilson and Hartley had excellent input for the Standard of Coverage. He stated we are keeping a close eye on the weather as the heat index is rising and no campfires are allowed at this time. We received a generous donation of \$1,000 last fiscal year to put towards our training area in the back of the station. Chief Ward stated that he was able to get an excavator donated for the day to help clear the area before the footers go in for the cement slab. Other fire districts are anxious to see how we are making this training area as they may make an area for their districts as well. Lastly, he stated that we have an Eagle Scout working on remodeling our flagpole area and we will be relocating the bricks and offering new ones for sale. There was no further information to report.

9. Operations Report – an operations report was emailed to the Board, by Assistant Fire Chief, Mark Wilson. He added that one of our students, Amy Weddle was accepted into the COCC Paramedic program. There were no further topics to add to the operations report.

10. Correspondence/Recognitions – The Board had received a last minute letter from Accuity, LLC stating that our audit will be done next month on August 16th and 17th.

11. Comments/Questions:

11.1 Public – no comments

11.2 Chief, Staff and/or Volunteers – Tina Wilson asked if it was ok to be part of the community garage sale in September and have the proceeds go towards the student’s tuition and fuel costs. Chief Ward and the Board did not have any problem with the Volunteer association doing this.

11.3 Board – Director Dille stated that the contractor might be moving some of the dirt next week for the Alternate Exit. Director Meredith stated that he purchased a new flag for our flagpole which is 4 x 6. Director Bengtson stated that the Annual Report for this year is located in the lobby and looks great.

12. Adjournment by Director Bengtson at 7:11 pm.

Respectfully,
Dana Schulke
Administrative Assistant