

**Tangent Rural Fire District
Board of Directors Meeting
Minutes
March 8, 2023**

Board Members Present: John Dunn, Paul Strombeck, Chris Meyer, Bruce Riley, Scott Richards
Staff Present: FC Griffin, BC Chapin, OA Conrad
Volunteer Association: Alicia Burwell – Vice President
Citizens: None
Staff Absent: AC Vonasek

President Dunn called the meeting to order at 7:00 p.m.
No citizens connected by Zoom.

I. CITIZEN COMMENTS: None

II. APPROVAL OF:

Minutes – Board Meeting – February 2023

Action: Meyer moved to approve February 8, 2023 minutes as submitted.
Strombeck seconded the motion. Upon vote, it passed unanimously, (5-0).

Financial Report – February 2023

Action: Strombeck moved to approve the February 2023 financial report as submitted. Riley seconded the motion. Upon vote, it passed unanimously, (5-0).

III. STANDING REPORTS:

Volunteer Association – Burwell
Nothing to report.

Fire Chief – Griffin

(The following is the Chief's written report as well as added comments made at the meeting.)

Emergency Calls:

Smoke in a structure, EZ Trip.
MVA Hwy 99 & North Lake Creek.

Meetings:

Weekly staff meetings. Budget work group.
Tangent Together (fire truck ride).
Weekly drills and monthly Officers meeting.
Met with Chief Joe Rodondi LFD to finalize the shared Fire Prevention Inspector position.
Upcoming joint board meeting with Lebanon Fire. Attended the Linn Fire Defense Board meeting in Sweet Home.

Correspondence:

Multiple emails and phone calls with SAM & USBRI to complete our business registration allowing us to apply for federal grants and other programs. We are ready for the next years Federal Grant. The last grant was submitted properly. Our air packs are still good. They are old but still test good. We are still waiting to hear if we will receive the firetruck grant and personal grant. Should hear in April.
Monthly TRFPD Newsletter.
City of Albany annexation, Ellingson Rd. Tangent was not informed this was happening. Chief has made contact to get better communication. Discussion of loss revenue from these annexations.

Operations/Equipment:

Continue to tidy-up in and around the buildings.
Small changes here and there with apparatus (cross lays and bumper loads) are in the works.
Sidewalk repair completed.

Training:

Starting the EMR class in Philomath.
Preparing the new firefighters for their FF-1 certification exam in April.
John Pegg is looking into TRFPD hosting a PHTLS course.

Other:

- SDAO Conference in Sunriver.
- Attended the groundbreaking ceremony for the new LFD fire hall.
- Presented at SAHS Career Day with AFD.

Assistant Chief/Training Officer – Chief Griffin reported
(The following is the Assistant Chief's written report as well as added comments made at the meeting.)

FIRE & EMS TRAINING –

In-House – In-House Firefighter 1 recruits have completed their HAZMAT Ops and some, their NFPA Driver.

Chris Mills from Fire, Rescue Equipment, NW will be doing our Vehicle Technical Rescue class March 25 & 26 in Corvallis. Vehicle technical rescue is one of the areas Chief Griffin and the officers have identified as one of the areas that we want Tangent FD to excel.

Miller Farms has donated an older, 2-story farmhouse on Fry Road for Live Fire training. The family has made sure the environmental/asbestos work has been completed and utilities are to be cleared from the structure. Possible burn date is April/May timeline. Prior to the burn, we will be training to help prep the building to prepare it for the training burn.

Regional – No Current Report

State – Spring Fire School, April 15th & 16th

OR-EMS – Newport EMS Conference March 30 – April 2, 2023

National – The National Fire Academy is accepting applications for next year's classes

HEALTH & SAFETY –

Safety Committee – Met in February for monthly Safety Committee meeting. Safety Mtg was presented to the Chief with safety issues that had a high potential to impact the public walking around or near the station. These concerns resulted in have some areas redone by Gary Grossman Concrete. Next Safety Committee Mtg is March 7.

EQUIPMENT UPDATE –

Equipment – No Report

Ice Machine – Current status. Found out that Manitowoc, Indigo series Ice Machine requires a dedicated circuit. Waiting for a quote from Rite Way Electric. Once we get a dedicated circuit for the ice machine, Mike from Mike's Appliance picked up a factory power cord and will get the ice machine hooked up. This should be the final chapter of getting this ice machine hooked up for good. Everything else has checked out with the ice machine at this point. Discussion of ice machine still not in service yet.

OTHER BUSINESS – No Report

COMMUNITY OUTREACH –

Tangent Fire District Website – I've added emails to everyone's listing on the website for the Board and Staff.

I also placed the calendar back on the site which got bumped from a server upgrade by Streamline, which until recently I wasn't aware of. I believe there was some talk about placing bios online about the board and staff.

Tangent Community Blood Drive & Food Drive – Next Blood Drive is set for April 20th at the fire station.

Staff Battalion Chief's Report – Chapin (The following is the BC's written report as well as added comments made at the meeting.)

Meetings Attended:

- 4 staff meetings
- 3 budget meetings
- Fire Investigation (Corvallis)
- LB A&W meeting
- Lebanon Fire (Ken Foster)

Fire Inspections- Reviewed site plan for stage one of the new TIP building. Reviewed site plan on Pellcure.

Vehicle Maintenance-

Pub Ed- We sent two members with Albany Fire on February 9 to help assist with 8th grade CPR. There is a video from KVAL TV station.

Building/Ground Maintenance- Riteway electric fix a couple of light ballast, changed out to LED's.

Due to safety issues concrete work was completed on the Eastside of the building as well as a portion of the Northwest side back patio. We had the pressure tank for our well replace as the tank and bladder inside was bad. Rice heating was out do look at one of our furnaces, found that we have a bad thermostat. Lots of spring cleaning going on!

Volunteers- Completed three volunteer interviews, two have moved forward to the background phase.

AFG Grant- We did not get the AFG grant that was submitted for this year.

Other- Still working on the ordinance for a fee schedule and working on the Safer grant. Seven Mile Lane and HWY 34 Linn County will make a RV park with ballfields. Discussion of coverage of services that Tangent will need to provide and our needs to protect the park. Tangent should be able bill for services at the park. Chief will contact the new Parks and Recreation and discuss the issues that will arise.

Activity Report: (This information was unavailable at the Board Meeting)

Total YTD calls are 75 as of the end of February. With 39 calls, this is a 14-call increase from 2022, 29-call increase from 2021, 34-call increase from 2020 and 3-call increase from last month.

IV. OLD BUSINESS:

1) Fire & Safety Services Fee Schedule – Chapin

SDAO sent a few other departments fee schedules. (Lebanon and Lake Chinook Fire and Rescue) Will be looking at them next week. SDAO suggested the legal to look it over before moving forward.

2) Ice Machine – Griffin

See Chief Griffin report above.

V. NEW BUSINESS:

1) Resolution 2023-04 – Board Stipend – Conrad

In April of 2022 the Board made and voted to raise the amount of the Board stipend to the maximum amount allowed by the State of Oregon. At the time we were unsure if need needed to be a motion or a resolution; It needs to be a resolution. With further discussion, the language of this resolution is to follow the ORS 198.790. This will be presented at the next Board meeting in April.

2) Budget – Griffin

a) Discussion of Staff Salaries/Benefits for 2021-2022

Discussion ensued of the presented COLA wages increased for the staff for 2023-24. Different COLA rates were provided: 0%, 3%, 6%, 6.2% and 8%. It was proposed to think of changing the process of when the wages increases were approved form One year to 2, 3 or 4 years, instead of using the CPI; with inflation from last year and this year CPI had a 14% increase. This year the CPI is 6.2%. Healthcare is going up 4% for the next year. Project on property taxes revenue is looking good. Chief Griffin desires to be very responsible with our costs not only for this budget year but for the next 5 to 7 years. Other Fire Chiefs are worried about losing services. Tangent Fire District is unique position, and we can keep up with our community's needs and we can grow as needed. This is very encouraging for Tangent Fire District.

Action: Meyer motioned to approve a 3% COLA increase for this year. Richards seconded the motion. Upon vote, it passed unanimously, (5-0).

b) Appoint Budget Members

Mathew Grill and Elaine Soto are in their second year of the 3-year commitment and are still willing to serve. Conrad reached out to Brian Backer, Travis Boshart, and Laurie Henriksen and each of them have agreed to be on the Budget Committee for the 3-year term.

GOOD OF THE ORDER:

- 1) Special Joint Board Meeting with Lebanon Fire District Board of Directors – Monday, March 20, 2023 – 6:00 p.m.
- 2) Awards Banquet – April 1, 2023 at 5:30 p.m.
- 3) Regular Board Meeting - April 12, 2023 7:00 p.m.
- 4) Budget Committee Meeting - Monday, May 1, 2023 – 7:00 p.m.


Riley inquired about continuing to review our policies. This will be added to next months agenda. Conrad will forward the 200 series to review by Friday.

Chief Griffin and Conrad met with Eric Wilson of HR Solutions regarding paying the Duty Officer. Came away from that meeting thinking a stipend is what we should be doing. Yesterday, we received a reply for our auditor stating the only way for us to be in the best legal shape possible is to thank our volunteers is through LOSAP. This will be a discussed further as to how to make this program accommodate the volunteers. We will need to look at our policies to capture this information. Chief will reach out to the volunteers for their feedback. Chief will contact Laoreal for more information.

President Dunn adjourned the meeting at 8:30 p.m.

Minutes submitted by Denny Conrad.
Office Administrator

APPROVED BY:



John Dunn, President - Board of Directors

4-12-2023

Date