

Columbia River Fire & Rescue
Regular Meeting of the Boards of Directors
Virtual via GoTo Meeting
February 9, 2021 7:00 pm

Regular Meeting: After due and legal notice the Regular Board meeting of the Columbia River Fire & Rescue Board of Directors was called to order by President Feige at 7:00 pm via GoTo Meeting.

Present: Kim McLane, Hans Feige, Gary Hudson, Mark Kreutzer, Kelly Niles

Absent: None

Others: Chief Medina, FD Nelson, DC Smythe, DC Holsey, FF Fletcher, MSCO Hennigan, R&R Motherway, Capt. Coombs, FM Pedersen, FF Schrotzberger

Changes to the agenda: None

Public Comment: None

Local 3215: The membership is reviewing the policies that have been released via Lexipol. They are working to adjust to increasing call volume and internal changes.

CRFR Volunteers: None

Correspondence: Election Office calendar and notification

CRFR Consent Agenda: Included in the consent agenda are the minutes from the Regular Board meeting on January 12, 2021, checks 72153-72240 for \$536294.67 and the financial statement as of December 31, 2020. VP Niles moved to approve. Secretary Hudson 2nd the motion.

There were questions regarding the checks to Southside Bank (fire engine financing), Ken Garff (vehicle purchase approved in December), and Sirenet (lights, sirens for new vehicles). There was discussion about the mid-year adjustment for ambulance revenue uncollectibles. FD Nelson will include a balance sheet next month to show where those numbers are managed.

No further discussion. Unanimous vote, motion approved.

Chief Officers Report:

Civil Service certified a new lieutenant's promotional list this afternoon as well as extended the current recruitment for Firefighter/Paramedic. Lexipol policies have been released for review. Adjustments will be made as needed. The District expects the new apparatus to be delivered in March. Staff vehicles are back from stenciling. Apparatus succession planning will be reviewed. Jean Ripa retired as Civil Service Chief Examiner.

Old Business:

A. Budget Goals

- a. FD Nelson reviewed the most recent budget goals of the District: Eliminating TANS, Increasing Reserve savings, increasing cash carryforward. VP Niles asked how many months the District currently has in reserve and what would be ideal. Is 10% contingency realistic, too much, too little? Should the Board create specific or general goals?
- b. There was discussion about a reasonable amount/percentage of contingency for the District; working towards six months' cash carryover at the end of each fiscal year;

- increasing real property/apparatus funds to support capital projects in the future and how these goals relate to a strategic plan for the District.
 - c. General consensus was to prioritize working towards six months' cash carryover at the end of the fiscal year and increasing cash reserves to the real property/apparatus fund.
- B. Miscellaneous
- a. None

New Business:

- A. Fire Protection Agreement
- a. A property owner in Deer Island is looking to develop their land. Per County Building rules, they must obtain a Fire Protection Agreement with the District prior to a building permit being issued. The property owner has signed the agreement and FD Nelson will send the invoice when the agreement has been approved.
 - b. Director Kreutzer moved to approve the Fire Protection Agreement for tax lot 5N2W05-00-00600 on Meissner Rd with Jason Krahn. VP Niles 2nd the motion
 - c. No further discussion. Unanimous vote, motion approved.
- B. Agenda Bill Fern Hill Station Repair
- a. Chief Smythe noted that Special Districts has paid out the claim for vandalism and theft at the Fern Hill station. The District has installed a security system and made some basic repairs. The request is to re-side the building so that an apparatus can be placed back at the location.
 - b. Director McLean moved to approve the agenda bill to re-side and repair the Fern Hill station, not to exceed \$55,385. Secretary Hudson 2nd the motion.
 - c. There was discussion regarding the District's deductible on the insurance plan with Special Districts.
 - d. No further discussion. Unanimous vote, motion approved.
- C. Resolution 2020-21-007 Surplus Property
- a. A list of items to be considered was included with the resolution. Chief Smythe noted that the District had received approximately \$100,000 from Govdeals from surplus property.
 - b. Director Kreutzer moved to approve resolution 2020-21-007 Surplus equipment. VP Niles 2nd the motion.
 - c. No further discussion. Unanimous vote, motion approved.
- D. Miscellaneous
- a. None

Board Comments:

Director McLane: Nothing at this time

Secretary Hudson: FF Christiansen, Lt. Pulito, Chief Smythe: Thank you for stepping up the past few months.

VP Niles: Mechanics Lehner and Malone have done a great job cleaning up the shop area. Good job to Chief Medina for handling of a citizen complaint at the Fire Defense Board meeting.

Director Kreutzer: Nothing at this time.

President Feige: Is enjoying working with Chief Medina.

Being no further business, the meeting was adjourned at 7:58 PM.