

Meeting of the Board of Directors  
July 18, 2016

Ron Smithhisler	-	Board President	Present
Gary Vess	-	Board Vice-President	Present
Vern Heyer	-	Board Secretary	Present
James Furtado	-	Board of Directors	Present
Bob Shigley	-	Board of Directors	Present
Greg Marlar	-	Fire Chief	Present
Margie Giusto	-	Admin Assistant	Present

President Ron Smithhisler called the meeting to order at 18:30 hours. Flag salute was given. All Board members are present.

Gary Vess made a motion to accept the Board Meeting minutes for June 20, 2016. Bob Shigley seconded, motion carried unanimous.

**Disbursement of Funds & Finance Report:**

Robert Wheeler from Wheeler Bookkeeping stated that we are sitting pretty well. Robert stated they moved some money back into Operational Reserve Fund last week. Chief Marlar stated that we surplused an Engine.

Robert Wheeler stated, starting in July our revenues are not going to show until September on the back taxes. Robert stated you will be able to see the number but you will not see them on the financials.

Chief Marlar stated that he does have the numbers and we did better this year than we did last year. Chief Marlar stated that we are up \$8,000 in tax revenue from last year.

Ron Smithhisler asked Chief Marlar if we went over in our overtime budget. Chief Marlar stated no we didn't go over in the Overtime Budget.

James Furtado made a motion to accept the Disbursement of Funds & Finance Report. Gary Vess seconded, motion carried unanimous.

**Chief's Report:** Chief Marlar stated that our call volume dropped down to 144 calls for June.

Chief Marlar stated that we received a request for Public Records Request out of The American Transparency Corporation out of Florida. Chief Marlar stated that they have made huge requests in different states and now they are hitting Oregon, meaning all cities and Special Districts, not just fire. Chief Marlar stated that they are requesting Personnel Payroll Records. Chief Marlar states that it comes in this form letter to where you almost throw the letter away. Chief Marlar stated that Special District sent out an email a few weeks ago regarding this and Special District gave us good information on what you have to do and what you don't have to do. Chief Marlar stated that is was very interesting.

Chief Marlar stated that we are not required by law under our Public Records Law to create documents that we do not already possess. Chief Marlar stated that they were asking for specific things from 2015. Names of our Personnel, dates hired, gross payroll, and several other things on their list.

Chief Marlar stated that we do not have a document that provides all this information.

Chief Marlar stated that he sent an email to this company letting them know that we don't have a document with all this information on it and per ORS Rules we don't have to create one.

Chief Marlar stated what he did do is attach our 2015 Budget pages of Personnel Services with overtime, vacation pay. Which is giving them all the information that they need.

James Furtado asked Chief Marlar what this agency is called. Chief Marlar stated that this group is called The American Transparency Corporation at [www.Oregonopenthe books.com](http://www.Oregonopenthebooks.com).

Chief Marlar stated that the Ford Focus and Apparatus Tool has been ordered.

Chief Marlar stated that our August Meeting we will have an update on our Contracting Rules. It allows us more variance on things.

Reminder that our August Board Meeting will be the fourth Monday. Chief Marlar stated that he will be in San Antonio the third week of August.

Bob Shigley made a motion to accept the Chief's Report. James Furtado seconded, motion carried unanimous.

**New Business:**

**Board Officer Elections** - Gary Vess made a motion to nominate Bob Shigley for Board President. James Furtado seconded, motion carried unanimous.

Vern Heyer made a motion to nominate Ron Smithhisler for Vice-President. Gary Vess seconded, motion carried unanimous.

Bob Shigley made a motion to nominate Vern Heyer for Secretary/Treasurer. James Furtado seconded, motion carried unanimous.

**Board Resolution 01-2017 Staff vehicle OPS Reserve Fund** – Gary Vess made a motion for Resolution 01-2017 authorizing the use of up to \$16,250 funds for the purchase of a 2016 Ford Focus Sedan from the fiscal year 2016-2017 Operational Reserve Fund. James Furtado seconded, motion carried unanimous.

**Board Resolution 02-2017 Holmatro Extrication Tool Package** – Gary Vess made a motion for Resolution 02-2017 authorizing the use of up to \$29,500 funds for the purchase of a new Holmatro Extrication Tool Package year 2016-2017 Operational Reserve Fund. James Furtado seconded, motion carried unanimous.

**DCFD Green Station renovation/temporary quarters** – Chief Marlar stated the Green Station is getting ready to be renovated. Chief Marlar stated that they have look at several option as far as renting a motor home, renting a storage place. Chief Marlar stated that one idea that came up that made much more since was housing the crew out of Winston. Chief Marlar stated that 652 and 605 have backed each other up over many years now. Chief Marlar stated that Winston has 8 dorms available and room for apparatus. Chief Marlar stated that it gives the crew a chance to get to know each other on a different level.

Chief Marlar stated he will still need to talk with his board for approval and work out some logistics.

Chief Marlar stated they are looking at a September 1, 2016 start day and at least 90 days after that.

Chief Marlar stated that there will be a slight increase in Winston's utilities fees.

James Furtado stated that he was thinking that DCFD could rent the use of Winston's facility for \$1,000 a month. Split utilities and fuel for 90 days.

James Furtado stated that it would help Winston out as well as helping out DCFD since DCFD will have fees at whatever they decide to do.

Gary Vess stated he is willing to have no charges on DCFD so that in the future we might need help from DCFD.

Ron Smithhisler stated that for the 90 days that DCFD would be here and the crews getting to know each other he is also good with no fees.

James Furtado stated he is also good with splitting the utilities and skip the \$1,000 a month fee if that is the consensus of the board.

Vern Heyer stated that he thinks it would be great for DCFD to be here. When we need back up they are right here in the station.

Chief Marlar stated that he has met with Rusty this morning and they had discussion on this being Winston's house and so the same rules here would apply to DCFD. So if Winston washes windows on Tuesday then DCFD will be washing windows on Tuesday.

Chief Marlar stated that we do not need a motion on this.

It was Board's consensus to allow DCFD#2 Station 652' crews to temporarily be housed out of the WDFD station during station renovations. Chief Marlar stated that he will still need to meet with his board and have a discussion with them in more detailed regarding this matter.

**Good of Order:** Vern Heyer asked the Chief about the property in Dillard. Chief Marlar stated that after talking with Steve Tuchscherer it is best to wait until the IRS is settled.

**Adjournment:** Seeing no further business to be discussed the new President Bob Shigley adjourned the meeting at 7:06pm. The next regular meeting will be held August 22, 2016.

Board Secretary\_\_\_\_\_