

Meeting of the Board of Directors  
November 21, 2016

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

President Bob Shigley called the meeting to order at 18:30 hours. Flag salute was given.

**Minutes of Previous Meetings:** Gary Vess made a motion to accept the minutes from October 17, 2016. James Furtado seconded, motion carried unanimous.

**Disbursement of Funds & Finance Report:** Robert Wheeler from Wheeler’s Bookkeeping stated that there was only a few things for this month. Robert stated that they did move some money out of the Operations Reserve account.

Robert stated that the cash flow looks good and we are starting to get our tax money this month. Chief Marlar stated that we should receive four more payments in November.

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 in addition to his report on file. Chief asked the board if they are interested in purchasing there annual wreath for \$25.00. The board consensus is to purchase the wreath from Sandy Lipphardt.

Chief Marlar is going to try and take more Fridays off. Chief Marlar stated that it will not affect his time here.

Chief Marlar stated that we have a little problem with one of our Cadets. Karla Sandoval had to take temporally leave of absent until the end of this

year. Karla is working on a visa and had one through June 30, 2017. Due to the change by the government Karla received a call from her attorney stating that she needed to return immediately to Mexico in order to regain her permanent citizenship. If she doesn't return prior to December 31, 2016 she will lose the visa forever. So Karla will be taking some time off to make some money so that she can go back to Mexico. Chief Marlar stated that we have allowed her to have the leave of absence so that she can take care of this issue.

Chief Marlar stated that as a reminder our holiday banquet will be at Carlo's at 6:00 pm.

The Ford Focus is in and Margie will be driving it back from Eugene on the 29<sup>th</sup> of November.

Chief Marlar asked the Board of Directors in January if they wanted to start the board meetings at 5:30pm instead of 6:30pm.

The consensus of the board would be starting the meeting at 5:30pm.

Ron Smithhisler stated he would like to start the December meeting at 5:30 pm as well. The rest of the board agreed that would be fine with them.

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

**Old Business:** DCFD Temporary Quarters Update: Chief Marlar stated things were going good until we had the concrete and plaster bid. The concrete slowed things up a bit. So now we are probably five days behind schedule. Chief Marlar stated that they are thinking we would get our certificate of occupancy by the second week of December.

### **New Business:**

#### **Annual Audit Review ending June 30, 2016 by Steve Tuchscherer:**

Steve Tuchscherer stated that everything look to be in great shape with the audit. Steve stated in terms of the financial position of the district there are a couple of things he would like to focus on.

Steve stated that the PERS Liability is now something that we have to include in the financial statement. Steve stated that the change that we thought would happen with the district net position which is not a budgetary thing. It's more of a business type model set of financial statement. Steve stated that the net position last year wasn't drastically effected. This year on

the other hand the pension liability is rather extreme. Steve stated that there are several reasons for that. Steve stated last year the estimated expense and accrual related to that liability of PERS did not include the results of the Supreme Court decision that tossed out the legislator attempt of making a few changes. Steve stated that the recalculated amounts are now reflected in this year's financial statements. Steve stated that this result is a decrease in the districts net position.

Steve stated you can reviewed the net position statement on pages 8 and 9 of your June 30, 2016 Audit Report.

Steve stated that our big expense is PERS rates that are going up. Steve stated that you can read more about that on pages 2, 3 and 4 of the audit book.

Chief Marlar stated that if you turn to page 2 and read the Management's Discussion and Analysis it gives you a real good snap shot of PERS and the financial liabilities of the district. Chief Marlar stated you will see that we actually ended this year with \$1,752,237 as well as \$58,708 in our Debt Services Reserve Fund. \$1,850 in our Loan Debt Service Fund. \$581,694 in our Operations Reserve Fund.

Chief Marlar stated that our day to day operations of the district are doing well. Chief Marlar also stated to the Board of Directors that if you look at page 38 of the Audit Book you will see that we stayed real close to our budget.

Gary Vess made the motion to accept the annual audit review. James Furtado seconded, motion carried unanimous.

**Annual Insurance Premium Update:** Robert Zuver from Winston Realty & Insurance for our property and liability insurance.

Robert Zuver stated that the Quote from VFIS is \$19,629.00 and \$19,548.00 for higher deductible. There would be a \$17,000 payout if we cancel policy with VFIS to cover any potential past acts for the last 3 years for the tail. The quote from SDIS is \$19,641.00 and \$18,485.00 for higher deductible.

Robert Zuver stated that both policy are really good and very similar premiums. Robert stated that if SDIS is willing to pick up all prior acts which is called the Tail then there won't be any problem. Robert stated that the Tail goes back three years. Robert stated that in the past Special District would not pick up prior acts. Robert stated that his understanding that Chief

Marlar has spoken with Special District and they may be willing to pick up prior acts.

Chief Marlar stated that he has spoken with Special District and they would be willing to evaluate and consider picking up the three year prior acts. This means they would go at risks if we gave them a letter about prior acts that might possibly be there. This would mean no \$17,000 cost to the district for leaving VFIS.

Chief Marlar stated that we haven't had any claims here in many years so he would recommend to the board is the higher deductible.

Chief Marlar stated that Special Districts would be willing to come to our next meeting and answer any questions that we might have.

Robert Zuver stated that he can come back next month to the board meeting to answer any question as well.

President Bob Shigley would be interested in listening to Special District and also going to a higher deductible.

The consensus of the Board is to table the VFIS / SDIS Insurance Proposal until next month at our December 19, 2016 meeting.

**Board Resolution 05-2017 Committed Funds future PERS liabilities:**

Gary Vess made the motion to accept Resolution number 05-2017,  
RESOLUTION OF THE WINSTON DILLARD FIRE DISTRICT NO. 5  
COMMITTING FUND BALANCES FOR FUTURE PAYROLL RELATED LIABILITIES  
AND ESTABLISHING FINANCIAL GOALS RELATED TO FISCAL YEAR-END  
FUND BALANCES.

James Furtado seconded, motion carried unanimous.

**Temporary Firefighter Position:** Chief Marlar stated that we have budgeted for our temporary Firefighter through December 31, 2016. Chief Marlar stated that he has spoken with Daryl Kemmerle and it looks like Daryl will not start his Physical Therapy until mid-December. Chief Marlar stated that he doesn't expect Daryl to be back until the first quarter of the next year.

Chief Marlar stated that he recommends extending the temporary FF position for one more quarter. Chief Marlar stated that he understands that it is un

budgeted but we have money in our contingency fund that we can use for the temporary FF position.

James Furtado made the motion to extend the Temporary Firefighter Position through March of 2017. Ron Smithhisler seconded, motion carried unanimous.

**Board Policy 1.17 Whistleblower Protection:** 1<sup>st</sup> Reading

**Board Ordinance 01-2017 Cost Recovery Fees:** 1<sup>st</sup> Reading

**Good to the Order:** All Board Meetings will start at 5:30pm.

**Adjournment:** Seeing no further business to be discussed, President Bob Shigley adjourned the meeting at 7:45pm. The next regular meeting will be held December 19, 2016 at 5:30pm.

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