

Meeting of the Board of Directors
September 19, 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 Marljar	-	Fire Chief	Present
Margie Giusto	-	Admin Assistant	Present

President Bob Shigley called the meeting to order at 18:00 hours. Flag salute was given.

Joint Fire/Police Facility Proposal -

Mark Bauer City Manager and Scott Gugel Chief of Police of Winston. Winston Dillard Fire District received a letter from the City of Winston regarding interest in Joint Fire / Police Facility.

Chief Marljar stated that he has spoken with Mark Bauer regarding this and one of the many discussion were that the City is needing approximately 1,500 square feet of office space for 5 private offices and a records/reception area, 300 square feet of patrol/evidence room space, 125 square foot storage room and 100 square foot locker room. Parking for vehicles, secured area for storage of department vehicles. In addition shared or stand-alone kitchen/break room, restrooms and training/conference room.

Chief Gugel stated that they have been looking at moving into the building on Rose Street as well and have taken steps forward in that option.

Chief Gugel stated that this was actually brought up at the last Urban Renewal meeting by a couple audience member about coming into an agreement with the Fire Department for possible joint facility of the building, or building another building for joint use in this same spot.

Chief Gugel stated that since it was brought up at council that is why Mr. Bauer and I are here talking with the Fire District Board of Directors. Chief Gugel stated that they wanted some feedback on the idea and if it's feasible.

Mark Bauer, City Manager stated that they are currently working with an architect who is doing a feasibility test right now on the Rose Street building to see whether or not it will actually work for them. Mark Bauer stated that they are really just in the option phase right now.

After great discussion on the Joint Fire/Police Facility the consensus of the Fire District and City of Winston is for the City to go forth with the Rose Street building.

President Bob Shigley called a temporarily meeting adjourned for Captain Tom Weiss Apparatus Memorial Dedication in the back parking lot at 6:30pm.

Minutes of Previous Meetings: Ron Smithhisler made a motion to accept the minutes from August 22, 2016. James Furtado seconded, motion carried unanimous.

Ron Smithhisler made a motion to accept the minutes from August 22, 2016 Local Contract Review Board Meeting. Vern Heyer seconded, motion carried unanimous.

President Bob Shigley asked Chief Marlar if we have started a facebook page. Chief Marlar stated yes we have and Matt Torres and George Wierichs have done a great job and to please check out our facebook page.

Disbursement of Funds & Finance Report: Chief Marlar stated that Robert Wheeler wasn't able to attend the meeting tonight.

Chief Marlar stated that we have 1.9 million in total funds. Chief Marlar stated as a reminder when going to the revenue pages you will not see any previous taxes because both July and August are accrued to FY16.

Chief Marlar stated we have had received some FireMed revenue and ambulance revenue was much larger than last month.

Chief Marlar stated that he can tell you that our September tax revenue is \$12,000. Chief Marlar stated that this is \$1,000 less from previous tax revenue received.

Chief Marlar stated that Carl Boulden is retiring the end of the month and his final check will be September 30, 2016.

Chief Marljar stated that Station Maintenance will be over budget at the end of the budget year. Chief Marljar stated what we didn't realize is when Umpqua Valley Fire Service was out taking care of our annual Fire Inspections and extinguishers they stated that we hadn't had our five year inspection on our sprinkler system done yet. Jeff Surmon stated that it has never been done.

Chief Marljar stated that we have a slight air leak. Chief Marljar stated that it will be a couple thousand dollars and we haven't budgeted for it.

Bob Shigley asked why the district hasn't had the sprinklers serviced. Chief Marljar stated that the crew didn't know it was a NFPA requirement.

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

IRS Update: In your packet was a copy of the letter from the IRS stating that they have received our appeal. It's now in a place that someone has the authority to actually take possible action on our behalf.

Chief's Report: Chief Marljar stated that on the Chief's report he did a break down for the board regarding District #2 services. Chief Marljar asked the board for feedback on if they want something different.

President Bob Shigley stated that he was a little confused at first but yes this is what he is wanting.

Bob Shigley asked Chief Marljar some questions regarding Fire Marshal Ray Shoufler and his Fire Prevention inspection reports.

Captain written test is scheduled for tomorrow and the assessment center scheduled for the 26th of September.

Chief Marljar stated that Margie Giusto will take over the ordering of the station supplies for Winston. Margie has already been doing all the supplies for the offices. Fire District #2 courier, Kim Farley will only be bringing EMS supplies. Chief Marljar stated that the fee would be a flat \$300.00 a month for EMS Supplies / Courier. Consensus of the board is in favor of Margie taking over this project.

Old Business: Chief Marljar stated that District #2 has been living at Winston since the 6th of September. Chief Marljar stated that he doesn't know if it's the jinx of them living here or not but they have had more than usual back to back calls.

Chief Marlar stated that Station #2 is on track and will start framing today.

New Business:

Board Policy 1.16 Oregon Ethics –

Gary Vess made a motion to accept Board Policy 1.16 Oregon Ethics. James Furtado seconded, motion carried unanimous.

Chief Marlar requested to purchase the conversion kit out of Operation Reserve Fund for the power gurney. Chief Marlar stated it will be about \$2,571.00 if purchased by October 1st. Chief Marlar will have a resolution to be signed at the next board meeting.

Business of Guests:

Scott Gugel – Winston Police Chief

Mark Bauer – Winston City Administrator

Adjournment: Seeing no further business to be discussed President Bob Shigley moved to adjourn the meeting at 7:25pm. The next regular meeting will be held October 17, 2016.

Board Secretary_____