

ROW RIVER RURAL FIRE PROTECTION DISTRICT

Board Meeting
 November 19, 2024
 3RD Tuesday of each month.
 6:00 PM
 Dorena School

Notice of public meetings posted at Dorena Post Office and on RRRFPD Facebook Page

REGULAR BOARD MEETING AGENDA

Call to Order Vice President Buck

Pledge of Allegiance Vice President Buck

Roll Call Buck, Darin, John & Marilyn (by zoom)
Sue, absent

Name	Sue President	Buck Vice president	Marilyn secretary/tre asurer	Darin	John
Present		x		x	x
Remote			x		
Absent	x				

Meeting chaired by VP Buck.

Agenda Approval/Adjustments

- **Moved by John to accept and seconded by Darin,**
- **All in favor**

Name	Sue	Buck	Marilyn	Darin	John
motioned				2	1
seconded					
Yes		x	x	x	x
No					

Minutes from Previous Meeting

- **Motion by Darin and second John that the minutes be approved with the designated changes.**
- **All in favor**

Name	Sue	Buck	Marilyn	Darin	John
motioned				1	2
seconded					
Yes		x	x	x	x
No					

CITIZEN INPUT: (Items on or off the agenda) – Limited to 3 minutes per person.

none

CORRESPONDENCE:

none

OLD BUSINESS:

- Bank Account (President): Tabled for next meeting.
- Buck signed paperwork at Summit Bank
- Walt: most tax revenue funds going to Banner Bank because monthly fees are lower-- will be discussed further at next meeting.
- E mail accounts associated with RRRFPD
 - Vice president is using his account. Darin’s program isn’t working. John’s is working but no emails yet. Marilyn’s in progress.

TREASURER’S REPORT

Tabled for next month.

NEW BUSINESS:

- Insurance Additions
 - International Tender donated 10-2024
 - ~350/yr
 - Dorena temporary Station Insurance: \$400 year
 - Lease agreements: District will need lease agreements on all temporary stations and substations.
 - Fire Chief Transition
 - Chief Wooten Resignation (see letter of resignation in packet).
 - **Motion to accept interim Chief Wooten’s resignation as temporary fire chief was made by Darin and seconded by John.**
 - **All were in favor.**

Name	Sue	Buck	Marilyn	Darin	John
motioned				1	2
seconded					
Yes		x	x	x	x
No					

- Appoint Walt Bernard as Fire Chief
 - **Motion was made by Darin that we appoint Walt Bernard to be RRRFPD fire chief, seconded by John.**
- Unanimous

Name	Sue	Buck	Marilyn	Darin	John
motioned				2	1
seconded					
Yes		x	x	x	x
No					

- Fire Chief Walt Bernard was sworn in by Vice President Buck Rudicel.
 - Walt received his bugle pins from Chief Wooten.
- Local Government Law Group (Discussion led by Chief Bernard, see documents in board packet).
 - Truman Stone (by google meet)
 - Scope of representation/service: Description of his business focus and staff indicates specialized work and expertise in small community government institutions.
 - Client services agreement and waiver of potential conflict.
 - Attorney cannot represent parties that might have conflict with RRRFD. There is a Potential conflict between RRRFD and SLCFR--if that happens, both groups must be notified, and Mr. Stone may decline to counsel in those situations.
 - Public contracting policy
 - See board packet for more information.
 - Q and A for LGLG.
 - None
 - Designate Truman Stone LGLG as attorney of record.
 - **Darin moved to designate Truman Stone of LGLG as attorney of record. John seconded.**
 - **All approved**

Name	Sue	Buck	Marilyn	Darin	John
motioned				2	1
seconded					
Yes		x	x	x	x
No					

- Row River/South Lane County Fire & Rescue – Waiver of Conflict
 - **John moved to accept the Row River/South Lane County Fire & Rescue Waiver of Conflict. Darin seconded.**
 - **All approved.**

Name	Sue	Buck	Marilyn	Darin	John
motioned				2	1
seconded					
Yes		x	x	x	x
No					

BOARD POLICIES:

- Purchasing and Contracting Policy
 - Truman explained that the legislature has established policies regarding purchases.
 - If RRRFD doesn't adopt its own policies and rules, RRRFD must follow those from the AG written for large governmental groups.

- LGLG wrote a set of Purchasing and Contracting Policy packets that should work better for small groups like RRRFPD.
 - Must be updated regularly. They will do this as new information becomes available.
- **Motion made by Darin to adopt the Purchasing and Contracting Policy created by LGLG. Seconded by John**
- **All approved.**

Name	Sue	Buck	Marilyn	Darin	John
motioned				2	1
seconded					
Yes		x	x	x	x
No					

COMMITTEE REPORTS:

- Logo Creation
- 103 community members voted and selected #3 (version with covered bridge)
 - **Buck moved that we adopt the #3 version for our district. Darin seconded.**
 - **All approved**

Name	Sue	Buck	Marilyn	Darin	John
motioned		1		2	
seconded					
Yes		x	x	x	x
No					

- Row River Fire Funding Committee (RRFFC) (Darin/John)
 - Committee report. Next Committee meeting Thursday.
 - Funding request Form to RRFR.
 - A process whereby District can request purchase of needed items for the fire District thru RRCP, that are subsequently donated to the district.
 - Station Locations by priority.
 - Temporary Dorena main station almost complete.
 - Disston area substation necessary for coverage of central to east District.
 - Bake Stewart Park or in that area would be an ideal location to cover central to west District.
 - Both substations, alone would allow ISO ratings to nearly all of the District.
 - Performa for Disston property is currently being written by Mr. Lemmons for submission to Lane County.
 - \$146K estimate for a pole building only. Estimated was provided by Don Lamm Construction to RRFR and the Funding Committee.
 - Dan Gilmore Excavation provided information on land development to RRFR and the Funding Committee.
 - Question: Is it necessary to have a de-con space in satellite station?

- Discussion: It is necessary at the main station.
 - Standard de-con can go straight into a septic system.
- Do we have to have water, bathrooms and septic? OSHA, NFPA may require.
- Bill Lemmons can research and provide this information.
- Discussion on type of building ensued. Pole building verses engineered steel building, checklist of necessary or required features, planning, and land use, etc.
- Bake Stewart Park area.
 - When combined with a Disston Station equal ISO access for nearly all of the District
 - Park may be in the flood zone.
 - RFR has reached out to Corps of Engineers but no response yet.

ITEMS FOR FUTURE AGENDA (S):

- Treasurer and financial reports.
- financial security policy
- Pay outstanding balances and reimbursements.
 - Will send out spreadsheet in email.
- Lease agreements with station locations.
- Mini Board training. Lead by Sue to share the information she learned at last workshop
 - Government Ethics
 - Board Duties and Responsibilities.

CITIZEN INPUT: (Items on or off the agenda) – Limited to 3 minutes per person.

- Kelly Rhodes: Question from community: Many are wondering how people should approach insurance companies concerning the fire department and lower insurance rates?
 - Messages can be sent through RowRiverFire.org to contact Chief Bernard who can provide information.
- Aleece thanked Walt for stepping up to be Chief and Chief Wooten for helping get the new fire department up and running.

MANAGEMENT TEAM COMMENTS AND REPORTS:

- Fire Chief Wooten
 - Promises to continue to assist and be our partner.
- Chief Bernard
 - Thanks go to the volunteer fire fighters for all they do for RRRFPD.

EXECUTIVE SESSION:

ADJOURNMENT: 7:30 pm

Next Regular Meeting: Tuesday December 17, 6pm—Dorena School

