



# BLACK BUTTE RANCH R.F.P.D.

## BOARD OF DIRECTORS MEETING

November 29, 2018

*Rodger Gabrielson called the meeting to order at 09:03 a.m.*

### **Board of Directors:**

- ✓ Don Bowler
- ✓ Rodger Gabrielson
- ✓ Dave Gibson
- ✓ Tom Sawyer
- ✓ Larry Stuker

### **Administration:**

- ✓ Chief Dan Tucker
- ✓ Deputy Chief Dave Phillips
- ✓ Jamie Vohs

### **APPROVAL OF MINUTES**

**Motion:** Tom Sawyer moved to accept the October 25, 2018 meeting minutes as presented, seconded by Dave Gibson, unanimously passed.

### **REPORTS**

#### **Treasurer Report**

**Motion:** Tom Sawyer moved to accept the September 2018 financial reports as presented, seconded by Dave Gibson, unanimously passed.

#### **Chief's Report**

##### **Fire and Ambulance Report – Deputy Chief Phillips**

October 2018 the department responded to the following:

- 17 total calls
- 5 fire
- 11 medical
- 4 transports
- 1 move-up
- 0 public assists
- 7 mutual aids
- Year to date calls 282

\*Two calls up on the pass involved bumper pull trailers.

#### **Chief Tucker discussed:**

##### **Radio System - Update**

Deschutes 911 has hired a new Assistant Director to take on the technology aspect of service delivery. He has been great since arriving a month ago. He will be filling a great void at

Deschutes 911. The new Assistant Director has taken on the concept of not picking a certain date to go live with the radios but meet certain criteria first before going live. This idea was presented to the director by D/C Phillips.

The portable radios have been delivered and are currently in the hands of the staff. The staff are working with the radios so they are very familiar with them when the system goes live.

### **Health Insurance Rates**

The departments 2019 medical insurance rates have been released. The new rate increased 3.68% from last year, which Chief typically budgets for a 15% increase.

### **ISO**

Chief Tucker and D/C Phillips recently met with Dave Hyland from ISO. One of the objectives in meeting with Dave was to talk about the ladder truck. At this point in time, it doesn't appear that the department is going to need a ladder truck to maintain its current ISO rating. However, another engine would be needed in lieu of with 35 feet ladder(s) and significant overhead water or mass volume water delivery capabilities.

Currently BBR is about a 78 in the ISO rating which falls at a "C" (70-79) in the scale system. If the department removed the ladder truck from its apparatus fleet, the score would drop about 4.9 points, but by adding another engine and ladder(s) in lieu of the ladder truck, it would increase another 3.4 points. Meaning a net negative change of 1.5 would take place (78 to 76.5) which would still keep the department at a "C" status. Note: numbers provided are considered to be rough numbers.

### **Board Elections**

Terms for Rodger, Dave and Don will be expiring 6/30/19. Jamie will get the paperwork for them to complete for re-election.

### **President's Report**

No report.

### **OLD BUSINESS**

#### **Annexation/Contract Request T14 R9 Sec 5 TL 200 & 201**

D/C Phillips has been diligently working on and researching information regarding the request for annexation/contract. A forester has walked the property and found two natural sighting to place the homes. The other part of meeting with ISO was to talk about what the potential impact would be on the current ISO rating if the district were to take on the two dwellings. Deborah McMahon (Land Use Planner) mentioned that a 3000 gallon water source and/or sprinkler system could be added to the properties. If this were the case it would drop the property owners ISO rating from a 10 to 8b. The more they do to the properties would determine if they could get as down low as a 3 ISO rating. D/C Phillips went as far as to research what it would cost to run a hydrant to those properties. Rough estimate was \$50 a foot at 3000 feet for a total of \$150,000. This did not seem to be a viable option.

D/C Phillips will be reaching out to the county regarding the Wilson property to use as a comparable. He would like to see what requirements the county has for properties of such like.

### **Oregon Equal Pay Law – Update**

BOLI has spoken up on the Oregon Equal Pay Law and basically stated they do not have rulemaking authority on the analysis that employers perform. BBR RFPD will go ahead with an analysis to comply with the law.

### **Boardwalk Burn Piles – Update**

There was a meeting last week with the contractor who had the project. The concern is the mass amount of material that sits out there. Of the 7-10 piles out there, only 5 were intended to be burned. Some of the piles have logs in them and were left so they may be logged while the piles are burning. In order to burn the piles, a permit from ODF is needed. The ranch has been given conditional permission to move forward with the cleanup project. Ideal conditions to burn the piles would be 3-5 inches of snow on the ground. It would cost roughly \$100,000-\$150,000 to remove the piles if they were not burned.

Don sent questions to Chief Tucker. The questions are to help with creating a Q&A for homeowners so they know when, why and how the piles will be burned.

### **NEW BUSINESS**

#### **Ranch Evacuation & Re-Evaluation – Discussion**

In light of the recent fire in Paradise, there have been talks with the County Emergency Manager on evacuation processes.

#### **Audit Report**

The 2017/2018 Audit Report from Accuity was provided to the board members.

**Motion:** Don Bowler moved to accept 2017/2018 Audit Report as presented, seconded by Tom Sawyer, unanimously passed.

#### **Administrative Assistant Job Description – SOP 2-1-3 - Approval**

The Administrative Assistant Job Description was presented to the board members for approval.

**Motion:** Don Bowler moved to approve the Administrative Assistant Job Description (SOP 2-1-3) as presented, seconded by Dave Gibson, unanimously passed.

### **GOOD OF THE ORDER**

Chief Tucker's wrist is almost 100% healed.

The newly installed tile flooring in the downstairs looks great.

The pine needle cleanup looks good around the station and pump house.

Sisters-Camp Sherman FD (in collaboration with BBR RFPD and Cloverdale Fire have hired Dave MacKenzie as the new Recruitment and Retention Coordinator. Board members will get to meet him at the Christmas party.

**NEXT MEETING DATE**

**4<sup>th</sup> Thursday falls on December 27, 2018 – alternative choice: December 20th**

Consensus of the board is to cancel December's board meeting.

**ADJOURNMENT**

*Board meeting adjourned at 9:49 a.m.*

**OFFICIAL MEETING MINUTES**

Approved by Tom Sawyer

Don Bowler

Date: January 24, 2019