



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

## BOARD OF DIRECTORS MEETING

May 23, 2024

### *Optional Teleconference Information:*

**Join the meeting from your computer, tablet, or smartphone:**

<https://us06web.zoom.us/j/87048260693?pwd=SoMS6nbvOdbBmsRfefOn8ACI9qibPI.1>

**Meeting ID:** 870 4826 0693 | **Passcode:** 261506 | **Phone:** +1 253 215 8782 US

*Rodger Gabrielson called the meeting to order at 9:04 a.m.*

### **Board of Directors:**

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

### **Administration:**

- ✓ Chief Dan Tucker
- ✓ Deputy Chief Jason Ellison
- ✓ Jamie Vohs

### **Guest:**

- ✓ Phil Juckeland

### **APPROVAL OF MINUTES**

**Motion:** Tom Sawyer moved to approve the April 25, 2024 meeting minutes as presented, seconded by Don Bowler, unanimously passed.

**Motion:** Tom Sawyer moved to approve the April 30, 2024 budget committee meeting minutes as presented, seconded by Don Bowler, unanimously passed.

### **REPORTS**

#### **Treasurer Report**

**Motion:** Tom Sawyer moved to approve the April 2024 financial reports as presented, seconded by Don Bowler, unanimously passed.

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

#### **Fire and Ambulance Report – D/C Ellison**

April 2024, the department responded to the following:

- 20 total calls
- 2 fire
- 7 medical
- 3 ground transports
- 0 air transport

- 0 move-ups
- 11 public assists
- 6 mutual aids
- 3 duty officer response
- 0 move-up calls
- 0 8-PCs
- Year-to-date calls 132 (28 more than YTD 2023 and 40 more than YTD 2022)

Comments/Discussion on F&A Report:

There was a large car accident outside the Ranch, bringing up discussion on new e-tools being purchased.

Sisters-Camp Sherman Fire is seeing more calls. More funding is being put in their budget for additional employees.

Sisters-Camp Sherman Fire has put in for a grant for a ladder truck. If they do not receive the grant, it will be up to the new fire chief to put a ladder on the bond.

**Strategic Planning & Goals – D/C Ellison**

USFS reached out and asked for the following agencies to train together: ODF, USFS, Sisters-Camp Sherman Fire, Cloverdale Fire and BBR RFPD. The training would include reviewing eight apparatus, hose pulls, line digs, how to run pumps, equipment placement, how to make a landing zone (LZ).

F/F Schuhmann got her size up call and is now a FFI. She also passed her paramedic and is currently waiting on her Oregon paperwork.

**Chief Tucker discussed:**

No report.

**Firewise Report**

The Firewise meeting for May was cancelled. The notable topic is needle pickup. June 1<sup>st</sup> is the last day to request needle pickup.

USFS will have a meeting mid to late June once their budget is approved to determine their course of action for the USFS land west of the Ranch. The order in which they will address mitigation is: 1. brush mowing 2. harvest all profitable timber 3. prescribed burn.

Tom stated the Ranch hauls needles from homeowner properties to section 5 and then again hauls those needles away but yet charges homeowners to have bitterbrush removed.

The Firewise committee received an email from a homeowner requesting that more information be provided about emergency evacuation plans.

The back road from the Ranch to Cold Springs looks good. BBR Corporation did put \$50K into their budget to put towards this road.

## **Forest Management Report**

Dave reported that bids for the Glacier Lilly project have been requested. There is still \$17K left in the current budget.

There seems to be a lot of bitterbrush around the sewer plant. Dave stated it will be addressed in the near future.

It was asked if any funds are set aside for the pine farm? Dave stated this area may be the last area they address this year.

## **Director Gabrielson discussed:**

### **President's Report**

Rodger attended a meeting a day prior that gave a wildlife presentation. There will be a report given to homeowners of what is coming down the pipe. In two to five years an elk migration access may be put in place.

## **Adjourn Board Meeting and Open Budget Hearing**

Rodger Gabrielson adjourned the board meeting at 9:34 a.m.

Rodger Gabrielson called the budget hearing to order at 9:34 a.m.

- Note, no one showed up for the budget hearing.

## **Close Budget Hearing and Re-Open Regular Board Meeting**

Rodger Gabrielson adjourned the budget hearing at 9:35 a.m.

Rodger Gabrielson re-opened the board meeting at 9:35 a.m.

## **OLD BUSINESS**

### **2<sup>nd</sup> Reading of Ordinance 24-0523 – Emergency & Non-Emergency Fees**

### **Adjourn Board Meeting and Open Public Hearing for Ordinance 24-0523**

Rodger Gabrielson adjourned the board meeting at 9:36 a.m.

Rodger Gabrielson opened the public hearing for Ordinance 24-0523 at 9:36 a.m.

- Note, no one showed up for the public hearing.

## **Close the Public Hearing for Ordinance 24-0523 and Re-Open Regular Board Meeting**

Rodger Gabrielson adjourned the public hearing for Ordinance 24-0523 at 9:37 a.m.

Rodger Gabrielson re-opened the board meeting at 9:37 a.m.

## **Review May 16, 2024 Work Session**

A FAQ was completed by Chief Tucker regarding the requested levy rate for the August 2024 election.

The department will need to submit a new SEL 805 as a “just in case” for the November 2024 election before August 16, 2024.

Tom requested a voter registration list and will divide it up between the board members.

## **Policy Review – Submitted for Review & Approval**

### **Policy 1-3-1 Duties of the President**

**Motion:** Don Bowler moved to approve Policy 1-3-1: Duties of the President as presented, seconded by Tom Sawyer, unanimously passed.

### **Policy 1-3-2 Duties of the Vice President**

**Motion:** Don Bowler moved to approve Policy 1-3-2: Duties of the Vice President as presented, seconded by Tom Sawyer, unanimously passed.

### **Policy 1-3-3 Duties of the Secretary**

**Motion:** Don Bowler moved to approve Policy 1-3-3: Duties of the Secretary as presented, seconded by Tom Sawyer, unanimously passed.

### **Policy 1-3-4 Duties of the Treasurer**

**Motion:** Don Bowler moved to approve Policy 1-3-4: Duties of the Treasurer as presented, seconded by Tom Sawyer, unanimously passed.

### **Policy 1-3-5 Duties of the Clerk**

**Motion:** Don Bowler moved to approve Policy 1-3-5: Duties of the Clerk as presented, seconded by Tom Sawyer, unanimously passed.

### **Policy 1-4-1 Preparation for Board Meeting**

**Motion:** Don Bowler moved to approve Policy 1-4-1: Preparation for Board Meeting as presented, seconded by Tom Sawyer, unanimously passed.

### **Policy 1-4-2 Board Meeting Agenda**

**Motion:** Don Bowler moved to approve Policy 1-4-2: Board Meeting Agenda as presented, seconded by Tom Sawyer, unanimously passed.

## **NEW BUSINESS**

### **Resolution 2024-0523-R-A Adopts, Appropriates, Imposes, Categorizes (FY2024/25 Budget)**

**Motion:** Tom Sawyer moved to approve Resolution 2024-0523-R-A: Adopts, Appropriates, Imposes, Categorizes (FY2024/25 Budget), seconded by Don Bowler, unanimously passed.

### **Adopt Ordinance 24-0523 Emergency & Non-Emergency Fees**

**Motion:** Tom Sawyer moved to approve Ordinance 24-0523: Emergency & Non-Emergency Fees, seconded by Don Bowler, unanimously passed.

**Appoint Budget Committee Members – Rikki Goede & 1 Vacant Position (3-Year Term)**

**Motion:** Tom Sawyer moved to appoint Rikki Goede for another 3-year term with the Black Butte Ranch RFPD Budget Committee, seconded by Don Bowler, unanimously passed.

**Appoint Civil Service Commissioner – 1 Vacant Position (3-Year Term)**

**Motion:** Don Bowler moved to appoint Rikki Goede for a 3-year term with the Black Butte Ranch RFPD Civil Service Commissioner, seconded by Tom Sawyer, unanimously passed.

**GOOD OF THE ORDER**

June 2<sup>nd</sup> – there will be a bike race out on the west side of the Ranch.

June 12<sup>th</sup> – joint NW Fire, USFS, ODF training that will discuss communications. Board members are welcome. There will be a BBQ at 5:30 pm and the training scenario (fire encroaching BBR) will be from 6:30 p.m. to 8:00 p.m.

Rodger and D/C Ellison will speak at the homeowner meeting.

**NEXT MEETING DATE**

Work Session for June, if necessary

- Consensus is a June meeting is not needed.

June 27, 2024 – Board of Directors Meeting – 9:00 a.m.

**ADJOURNMENT**

*Board meeting adjourned at 9:53 a.m.*

**OFFICIAL MEETING MINUTES**

Approved by Tom Sawyer

Don Bowler

Date: June 27, 2024