

Board of Directors’ Meeting

April 19, 2023 UMRFPD Station 1

Attendees: Mike Godfrey, Steve Keable, Jennifer Zirkle (by phone), Melanie Brite, Shane Kamrath, Chief Plews, Norm Michaels, Budget Officer Dawn Pozzani, Admin Francesca Anton and Jenn Wickizer, in training for Admin

Call to Order/Approval of Minutes: Mike called the meeting to order at 7:40pm. After inquiring whether there were any questions or concerns with none forthcoming, he asked for a motion to approve the minutes. Jennifer moved to approve the minutes; Melanie 2nd. The motion was unanimously carried.

Old Business:

• Blue River Station Rebuild: Mike stated he was told there will be “breaking ground” on Tuesday, including the installation of a temporary power pole. Bridgeway’s first invoice has arrived, due May 10th. The former confusion with contractors has been resolved. Norm stated the confusion about the test holes was due to the septic contract not being signed in advance.

• 23/24 Budget Process: Dawn clarified the June Budget Hearing notice will be published in River Reflections and on the District website. She hopes to meet with the CPA to clarify her questions about the LB forms.

• Thank you gift for Dawn: Mike reported he had called the Channel House and a nearby restaurant for costs, and proposed the District approve allocating $550 for Dawns gift. Melanie moved to approve the funding. Steve 2nd; the motion was unanimously approved. Dawn thanked the board for their appreciation.

• Admin Position update: Chief Plews reported the position has been split into two roles. Jenn Wickizer has accepted the admin role for all office duties; Chief will engage a professional bookkeeper to handle the more demanding accounting needs of the District.

• Elections: Norm clarified the District does not reimburse any filing fees.

• FEMA Grant confusion: Norm reported the District would be required to refund FEMA $40,000 the original amount of the grant, and District would receive $40,000 in funds back from FEMA, via OEM, with the possibility of an extra $14,000.

New Business:

• Awards Banquet: Chief reported the event went well, that it was held under budget, and that the volunteers had done a great job preparing for the event; there were accolades all around.

• Painting estimate: Chief reported Jamie and Dan Garr had submitted an estimate of $7200 to paint the exterior of the building, adding that they had come highly recommended. Mike asked if the estimate had included the brand of paint they would be using, as that would be an important factor to consider in accepting the bid. Chief will inquire and report back to the Board. After additional discussion, Norm suggested to wait until next year and proceed with doing some touch-up this summer.

• County Funds – Melanie: Melanie reported she had recently learned at the last Lane County Holiday Farm Fire Recovery meeting that Lane Co. had approved $250,000 to cover deficit costs for the station rebuild. Dawn suggested the best time to receive the funding would be in July of our upcoming next fiscal year. Mike added the Board would need a resolution to accept the funding. Melanie added she had learned the County will be paving access roads.

• Wildland S131 Class: The District will be hosting the course Fri. and Sat., April 21-22; it will be taught by Jason Wickizer. Five of our volunteers will attend, along with students from other agencies.

• SDAO Human Resources Regional Training: Chief is looking forward to attending this June.

Reports:

Financial Report: Dawn led the discussion around several topics in the report. Melanie moved to approve the report, Shane 2nd; the motion was carried.

Chief’s Report: Chief reported there were 23 alarms in March with good attendance. After some discussion concerning the cost of the out-of-district calls to forest service visitor sites, Mike asked the Board if a letter to the Forest Service explaining that our costs incurred with these specific responses is costly to the District. Shane and Chief stated the forest service is making it safer for responders and visitors with new improvements to some of the sites.

As a last note to the Board, Chief added that very recently she and Dirk have been subpoenaed to testify concerning the Holiday Farm Fire by Lane Electric.

Good of the Order: None to report.

Mike adjourned the meeting at 8:45pm.

Respectfully submitted, Jenn Wickizer