

**Crooked River Ranch RFPD  
6971 SW Shad Rd  
Terrebonne, OR 97760-9250**

**Board Meeting Minutes  
September 20, 2018**

A regular Board meeting of the Crooked River Ranch Rural Fire Protection District Board of Directors took place on Thursday, September 20, 2018 at 6:30 p.m. at the Crooked River Ranch Fire District Fire Station, located at 6971 SW Shad Road, Crooked River Ranch, Oregon.

**Board Meeting Minutes**

1. Called to Order by Director Kirk at 6:30 p.m. Directors Kirk, Dille, Meredith and Oakley were present. Director Bengtson was excused from the meeting. Also present was Fire Chief, Harry Ward, Assistant Fire Chief, Mark Wilson, Assistant Fire Chief, Sean Hartley and Administrative Assistant, Dana Schulke. Also in attendance, Captain Alysha Delorto, Volunteer Dennis Senko, Amy Weddle, Cayla Forsythe and Nolan Wironen. Members of the public in attendance were Tina Wilson, Patricia Hayes, Brad Pahl, and Jerry Davis.
2. Review of Meeting Agenda Items – Agenda was reviewed and there were nothing else to add.
3. **Approval of the Board Meeting Minutes.**
  - 3.1. August 16, 2018 Board meeting minutes – minutes were reviewed by the Board and Director Dille made a motion to approve the August 16, 2018 Board meeting minutes as presented, Director Meredith seconded the motion, and all were in favor and the motion passed, (4-0).
4. **Financial Reports -**
  - 4.1. Director Meredith presented the financial report as of the end of August 2018. In the First Interstate Bank general account, there was \$7,259.91. In the First Interstate Bank-Payroll account, we had \$2,176.12. In the Jefferson County Treasury the account balances were: Bond Fund \$13,238.29, Capital Reserve Fund \$183,908.34, General Fund \$16,498.51, Local Option Levy Fund \$117,817.27. Accounts Receivable there was \$545.00. Director Kirk stated that on the Budget Variance/General Fund the interest under the Revenue section is now lumped together and also explained why the Worker’s Comp line item was over budget. We had a balance due from the 2017/2018 fiscal year from claims submitted at the end of the year. Director Oakley made a motion to approve the August financial report as presented, Director Dille seconded the motion, all were in favor and the motion passed, (4-0).
  - 4.2 **Appointment of Board members to sign checks** – It was decided that Director Oakley and Director Meredith will sign checks on Tuesday, October 9th and Director Kirk and Director Meredith will sign checks on Thursday, October 25, 2018.
5. **Comments from the public** –
6. **Unfinished Business** –
  - 6.1 **Follow-up discussion on the new Radios** – Assistant Fire Chief, Sean Hartley stated we have done more coverage checks with the three radios we are testing. Everything is working well. Deschutes County 911 is working on linking the systems together, then we will concentrate on working on all the apparatus with the radios.

**6.2 Discussion on Levy renewal advertising** – Fire Chief, Harry Ward stated that we have received our ballot measure number and all the advertising is in the hands of the IAFF Political Action Committee. Mailers will be going out to all the residents soon. There was no further discussion.

**7. New Business –**

**7.1 Oregon Fire District Directors Assn. Conference** – Fire Chief, Harry Ward stated that this conference is coming up next month and wanted the Board to be aware of it. There was discussion from the Board as to who can attend. Director Dille stated that he will check his calendar and let Dana know if he can attend. He will also check with Director Bengtson to see if he will be attending. There was no further discussion.

**8. Fire Chiefs Report** – Chief Ward stated that it was a busy summer and our call volume does not seem to be slowing down. We are up to 438 calls, had 3 structure fires, etc. He is working with Frank Day from the CRR Water Department on the water flow down by the Administration building and the Church area. He stated that volunteers, Jeff Green and Todd Nace have stepped down and retired from volunteering at the District. A retirement ceremony is in the works from the Volunteer Association. Last week we had a cardiac save and it was a great team effort from everyone, however the resident passed away a week later. The Assistance to Firefighters Grant opens on Monday and we will be applying for it again this year. There are a few things we really need, new air compressor being one of them. Director Kirk elaborated on the water issue down by the Administration building and the Church, there is just not enough water pressure to assist on putting fires out in that area. The water department is looking into other options to correct this situation. There was no further discussion on this topic.

**9. Operations Report** – an operations report was emailed to the Board, by Assistant Fire Chief, Mark Wilson.

**10. Correspondence/Recognitions** – We received a letter from the residents in the Cloverdale area to thank our District for assisting on the big fire in their area. They were very grateful. There was no other correspondence.

**11. Comments/Questions:**

11.1 **Public** – none.

11.2 **Chief, Staff and/or Volunteers** – Assistant Fire Chief, Mark Wilson stated the Fallen Firefighters Memorial Ceremony went very well today with the Honor Guard. Tina Wilson presented checks to three of the students in the room (Cayla Forsythe, Amy Weddle and Nolan Wironen) for participating and working at the yard sale that was behind the Station. The three students thanked the Board for being able to participate in the community yard sale and having theirs at the Station.

11.3 **Board** – Director Meredith stated that the car show from last Saturday went extremely well and a portion of the proceeds will be going to the Volunteer Association. Director Dille stated the Alternate Exit should be paved the third week of October.

12. Adjournment by Director Kirk at 7:09 pm.

Respectfully,  
Dana Schulke  
Administrative Assistant