

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

**Board Workshop Meeting
March 11, 2019**

A Board Workshop meeting of the Crooked River Ranch Rural Fire Protection District Board of Directors took place on Monday, March 11, 2019 at 10:00 am at the Crooked River Ranch Fire District Fire Station, located at 6971 SW Shad Road Crooked River Ranch, Oregon.

Board Workshop Minutes

1. **Called to Order** by Director Bengtson at 10:00 am. Directors Bengtson, Kirk, Oakley and Meredith were present. Also present were Fire Chief Harry Ward, Assistant Fire Chief, Sean Hartley, Administrative Assistant, Dana Schulke and Captain David McDonald. Members of the public in attendance, Brad Pahl.

2. **Discussion on Ambulance/Financing** – Fire Chief, Harry Ward opened the workshop by stating he has been investigating options for financing an ambulance. We had a rep with Braun come by this morning and bring a demo ambulance for our crew to look at. He stated that when we are constructing the layout of the ambulance, he is factoring in the safety of the crew in the back. We would also like to have a heating and cooling unit that will accommodate our needs in the new ambulance. At this time, everyone in the room watched a video from Wheeled Coach which went over all the specifications of their ambulances. Chief Ward stated that this company has a lot of features of what we are looking for, however, there are three other manufactures that we are currently dealing with to spec out. He stated again, that safety is a major factor when getting this ambulance constructed and preventing our crew from getting injuries in the back of it. We are looking at certain seats and straps for the back of it, as well as certain locks for the gurneys. Our goal is to construct an ambulance below \$200,000 with a hydraulic liquid suspension which is the new standard in the industry. Director Bengtson stated he has all the confidence in us to construct the new ambulance. Chief Ward stated we will compile a list of “wants” & “needs” for this new ambulance and then weddle down certain features that are really not necessary, like certain flashing lights, etc. The crew has done a good job of working on this project and what our needs are. One thing we are looking at is a vacuum mattress for patients, especially for back injuries. The goal in 20 years is to just re-chassis the ambulance and keep the boxes on top which will save the District money down the road. Director Bengtson stated that he and Chief have been talking about the financing with a figure of \$50,000 down just to give us an idea of what financing is out there. We don’t want to deplete our reserves, so he used this figure to get some financing options. There were several examples of financing options from various lenders in the Board’s packet for the workshop, including one from our current bank, First Interstate Bank. Unfortunately they did not give us options on their proposal and their interest rate was a lot more than the others received, nor did they give us a schedule. Government Capital gave us two different proposals with different schedules and nothing down. There would be no prepayment penalties for paying the loans off early. The last proposal was from Leasing 2, the company that works with Wheeled Coach/True North for financing which had several options on it. Director Bengtson stated that the prices seem fairly reasonable considering the amount. He stated that in his opinion, we should go out for the seven year financing and then try to pay it off early, like in five years. Director Oakley stated that if we made a conscious effort to make sure we paid it off in seven years or less, she would be in agreement. Director Kirk stated that we also need to look at getting another fire apparatus down the road and we need to think about

making sure we are putting enough away to purchase this apparatus. Chief Ward stated that when it comes to acquiring another piece of fire apparatus, we will be going out for a grant that in turn will replace one of the 5-ton's we currently have. Across the US, the Federal Government and FEMA would like to see the military style vehicles (like we have) off the road because they are too dangerous. He sees that we are more apt to getting a grant for replacing one of our 5-ton's than going out for financing one. Director Bengtson stated that it takes up to 380 days to get a new ambulance once we order one. He said the purpose of this workshop is to make get a consensus for Chief Ward to put this need in the budget for next fiscal year. He said in his opinion, he sees this as an absolute need and to go ahead and work this in our budget for next year. The rest of the Board was in agreement.

3. Discussion on Building Maintenance & Grounds – Fire Chief, Harry Ward stated we have been having issues with the building. One of which is the dryer vent in the Laundry room. We had to order a part for it and clean out the vent. He also stated that since the building is over 10 years old, things are starting to break down and have issues. One of which is the carpeting and flooring in the building. There was a quote from Webfoot painting in Board packet which indicated that we could do concrete floors for the training room, day room, lobby and hallway outside of main offices. This was an estimate for \$23,337. He received another quote last year from another company which was around \$60,000. At this time he is thinking we can do this as an option for the building as it will last much longer, it is slip resistant, chemical and water resistant, antibacterial and antimicrobial resistant, etc. He also stated he is waiting for a quote to get the outside of the building painted. His thoughts were to just have the trim done, however according to the representative from Webfoot painting, it would cost just as much to have the trim done than to do the whole building. Director Kirk stated that if we have this done there would be issues with the noise factor and acoustics. Chief Ward stated that we can manage the sound issues. Director Kirk also stated that another option would be to investigate recycled carpet squares which are very durable. Director Meredith asked if there were structural issues with the flooring. Chief Ward said that in some places the linoleum is breaking apart, etc. Director Kirk also asked about the Exhaust System that is needed in the Bay. Chief Ward said it is important to get that done as well. Director Meredith stated that he has concerns of the perception of the public if we have the concrete floors done in the building with their tax dollars. Captain David McDonald stated that with carpeting there is a strong chance that it is holding carcinogenic material which is cancer causing. We want to look at going with hard surfaces rather than carpeting so we can get away from the bacteria in the carpeting, etc. Chief Ward stated that he is still waiting for a bid from Webfoot on the painting for the outside of the building. Chief Hartley stated the natural wood in the building is starting to break down as well. Director Bengtson stated that we need to start putting these projects in the budget. Chief Ward stated that a huge concern for him is Health and Safety for our crew and for the public. He also stated we have the security cameras installed on the outside of the building. Chief Hartley was able to show the Board on the flat screen of what Dana looks at through her computer. Chief Ward stated it records upon motion, Chief Hartley stated it stores up to 22 days' worth of data. There was no further discussion on these topics. In closing, Director Meredith asked if we have an agent that can go after the best financing for the ambulance. Chief Ward stated he will look into that through SDAO and get back to the Board.

4. Adjournment by Director Bengtson at 11:14 am.

Respectively submitted,

Dana Schulke
Administrative Assistant

