

Siuslaw Valley Fire and Rescue  
2625 Highway 101 North, Florence, OR 97439

Minutes of Board Meeting - July 21, 2010

Steve Olienyk, President of the Board, called the meeting to order at 5:30 p.m.

**BOARD MEMBERS PRESENT:** Directors Steve Olienyk, Bill Mead, Rob Ward, Lori Gates and John Scott were in attendance.

**OTHERS PRESENT:** Chief John Buchanan, Deputy Chief Marvin Tipler, Fire Marshal Sean Barrett, and Finance Officer Janet Huston were in attendance.

**APPROVAL OF MINUTES:** *Director Scott made a motion to approve the minutes of the board meeting held on June 16, 2010. The motion was seconded by Director Ward and was approved by unanimous vote.*

**COMMUNICATIONS:** A memo pertaining to Battalion Chief Asa Hammon's resignation was reviewed.

**PUBLIC HEARINGS:** None

**PUBLIC COMMENTS:** None

**FIRE DISTRICT INCIDENT REPORT:** The report reflecting the activity during June, 2010 was reviewed and various incidents were discussed.

**FIRE DISTRICT TRAINING REPORT:** The report reflecting training in June, 2010 was reviewed.

**SAFETY MEETING MINUTES:** There was not a Safety Meeting in June.

**REGULAR AGENDA:**

Finance Officer Janet Huston explained that delays in the Herman Peak project affected the budget to the extent that an amended budget was required. Given that the changes in the amount of \$213,408, affecting Capital Outlay and Cash in Bank, were less than 10% of the fund total, a resolution was required, rather than a supplemental budget.

*Director Ward made a motion to read Resolution 2010-08 Title Only, a resolution to amend the budget for 2010/2011. The motion was seconded by Director Scott and was approved by unanimous vote.*

*Director Ward made a motion to adopt Resolution 2010-08. The motion was seconded by Director Scott and was approved by unanimous vote.*

Chief Buchanan provided a brief summary of the history of the Logistics building on Oak Street, owned by the City of Florence, situated on land owned by Lane Community College, and used by Siuslaw Valley Fire and Rescue per the terms of the Intergovernmental Agreement between the City of Florence and Siuslaw Valley Fire and Rescue. He continued to explain that Lane

Community College is interested in using the property and SVFR would prefer to have Logistics closer to the main fire station on 26<sup>th</sup> Street, if at all possible. He further explained that, were we to have a building for logistics near the main fire station, it could also be shared with Western Lane Emergency Operations Group for a disaster warehouse.

At 5:42 p.m., Chief Buchanan requested that the meeting be adjourned and that they enter an Executive Session, under ORS 192.660, in order to discuss the relocation of the Logistics Building and real estate options.

The Executive Session was adjourned at 5:48 p.m. and the regular board meeting reconvened.

The Board of Directors authorized Chief Buchanan to obtain appraisals on prospective properties.

Chief Buchanan and Deputy Chief Tipler provided an update on the process to date for the purchase of the Breathing Air Management System, an opportunity as a result of the award by Federal Emergency Management Agency, Aid to Firefighters Grant in the amount of \$368,410.

Chief Buchanan indicated that although our bid process was fundamentally correct, according to Public Contracting Rules, procedurally it was not correct, and Ken Jones, our attorney, has recommended that we have a special board meeting for the purpose of authorizing a special procurement for the purchase of the self-contained breathing apparatus and related equipment. The meeting notice was published and will be held on Wednesday, July 28, 2010 at 5:30.

*Director Mead made a motion to authorize Chief Buchanan to enter into a Purchase Agreement for the purchase of the Breathing Air Management System subject to the adoption of resolutions no. 2010-09 and 2010-10 at the special board meeting on July 28, 2010. Director Scott seconded the motion and it passed unanimously.*

Fire Marshal provided background information on the purchase of a Fire Prevention Inspection Kit as a result of the award of \$8,900 by Federal Emergency Management Agency, Aid to Firefighters-Fire Prevention and Safety Grant. He indicated that since applying for the grant, pricing has improved which will allow him to purchase smoke detectors and address signs, a change that has been approved by FEMA.

*Director Gates made a motion authorizing Chief Buchanan to enter into a Purchase Agreement for the purchase of the Fire Prevention Inspection Kit and related fire prevention equipment. Director Ward seconded the motion and it passed unanimously.*

#### REVIEW OF THE BILLS:

*MOTION: Director Gates made a motion to ratify bills paid during the past month totaling \$183,175.85 and transfers from the Money Market Account to the Checking Account also made during the past month. The motion was seconded by Director Mead and was approved by unanimous vote.*

**FINANCIAL STATEMENTS:** The financial statements were discussed.

**FUTURE AGENDA BUSINESS:** Board President Olienyk stated that the next special board meeting will be Wednesday, July 28, 2010 at 5:30 p.m., and the next regularly scheduled board meeting will be Wednesday, August 18, 2010 at 5:30 p.m.

There being no further business to come before the Board, the meeting was adjourned at 6:10 p.m.

Respectfully submitted,

**JANET L. HUSTON**  
Office Administrator

# SIUSLAW VALLEY FIRE AND RESCUE

## INTER-OFFICE MEMO

**TO:** All Personnel

**FROM:** J. Buchanan

**DATE:** July 14, 2009

**SUBJECT:** Battalion Chief Asa Hammon

Chief Hammon turned in his resignation yesterday, but I'm reluctant to accept it. I have opted to place him on a long term leave of absence. Maybe sometime in the future he will get tired of surfing along the Orange County California beaches and return to his roots.

Chief Hammon is one of the most solid all around firefighters and will be deeply missed by this organization. We all wish him and Desiree the absolutely best in life but always remember you have friends here in Florence.

I will have Senior Captain Moore place on the Duty Chiefs' rotation and during the times that Captain Moore is Duty Chief, he is considered an Acting Battalion Chief.

## SVFR

## Monthly Incidents

Alarm Date Between {06/01/2010} And {06/30/2010}

Incident	Type	Date	Location	Description
10-0000148-0	FIRE	06/01/2010	15TH ST & SPRUCE ST	324 Motor Vehicle Accident
10-0000149-0	FIRE	06/03/2010	5929 MERCER LAKE RD	442 Overheated motor
10-0000150-0	FIRE	06/03/2010	85430 GLENADA RD	6116 Dispatched & cancelled
10-0000151-0	FIRE	06/04/2010	1601 RHODODENDRON DR /#558	6116 Dispatched & cancelled
10-0000152-0	FIRE	06/05/2010	2221 OAK ST	735 Alarm system sounded due
10-0000153-0	FIRE	06/05/2010	2221 OAK ST	6112 Dispatched & cancelled
10-0000154-0	FIRE	06/05/2010	17 MARINERS LANE	445 Arcing, shorted
10-0000155-0	FIRE	06/06/2010	1231 20TH ST	311 Medical assist, assist
10-0000156-0	FIRE	06/10/2010	700 HIGHWAY 101	311 Medical assist, assist
10-0000157-0	FIRE	06/10/2010	87827 SANDRIFT ST	311 Medical assist, assist
10-0000158-0	FIRE	06/11/2010	1449 HIGHWAY 101	745 Alarm system activation,
10-0000159-0	FIRE	06/11/2010	In the water close to 83130	365 Watercraft rescue
10-0000160-0	FIRE	06/16/2010	1951 21ST ST	6112 Dispatched & cancelled
10-0000161-0	FIRE	06/16/2010	MP 26 HIGHWAY 126	6115 Dispatched & cancelled
10-0000162-0	FIRE	06/17/2010	2190 SPRUCE ST	322 Motor vehicle accident
10-0000163-0	FIRE	06/17/2010	MP 3 NORTH FORK RD	322 Motor vehicle accident
10-0000164-0	FIRE	06/18/2010	15TH ST & HIGHWAY 101	324 Motor Vehicle Accident
10-0000165-0	FIRE	06/19/2010	87786 HIGHWAY 101	631 Authorized controlled
10-0000166-0	FIRE	06/20/2010	12TH ST & LAURELWOOD ST	622 No Incident found on
10-0000167-0	FIRE	06/21/2010	23RD ST & Highway 101	322 Motor vehicle accident
10-0000168-0	FIRE	06/23/2010	87679 WOODLANDS DR	6116 Dispatched & cancelled
10-0000169-0	FIRE	06/25/2010	Sand Dunes Frontier	3112 Medical assist, ATV
10-0000170-0	FIRE	06/25/2010	88748 SHORELINE LOOP	6112 Dispatched & cancelled
10-0000171-0	FIRE	06/25/2010	Woahink Lake	365 Watercraft rescue
10-0000172-0	FIRE	06/25/2010	HIGHWAY 101 & HIGHWAY 126	324 Motor Vehicle Accident
10-0000173-0	FIRE	06/25/2010	CANARY RD & Highway 101	6115 Dispatched & cancelled
10-0000174-0	FIRE	06/27/2010	Dunes: Goose Pasture	6117 Dispatched & cancelled
10-0000175-0	FIRE	06/27/2010	Highway 126 & XYLO ST	322 Motor vehicle accident
10-0000176-0	FIRE	06/27/2010	RHODODENDRON DR & TREEWOOD CT	322 Motor vehicle accident
10-0000177-0	FIRE	06/29/2010	87982 KELSIE WAY	311 Medical assist, assist
10-0000178-0	FIRE	06/29/2010	MP123 Highway 126	6115 Dispatched & cancelled
10-0000179-0	FIRE	06/30/2010	MP4 Highway 126	6114 Dispatched & cancelled
10-0000180-0	FIRE	06/19/2010	Dunes North of Driftwood	6117 Dispatched & cancelled
10-0000181-0	FIRE	06/19/2010	Dunes: The Flats of Driftwood	3112 Medical assist, ATV

EMS Incident Cnt: 0

T .1 Incident Count 34

Fire Incident Cnt: 34

## SVFR

## Department Journal

06/01/2010 to 06/30/2010

00:00 to 24:00

Training Classes

Time	Type	Record Id	Description/Location	Staff Hrs
<b>Tue Jun 1, 2010</b>				
09:00	TRAIN		M & I/Flagging Central Station	19.00
19:00	TRAIN		M & I Individual stations	120.00
<b>Tue Jun 8, 2010</b>				
09:00	TRAIN		ATV Training/M & I Engine 3 Central Station	18.00
19:00	TRAIN		Physical Agility Individual stations	99.50
<b>Wed Jun 9, 2010</b>				
0	TRAIN		Mass Casualty Drill	44.00
<b>Tue Jun 15, 2010</b>				
09:00	TRAIN		Physical Agility Central Station	12.00
19:00	TRAIN		Physical Agility/Initial Attack Central Station	110.00
<b>Sat Jun 19, 2010</b>				
08:00	TRAIN		Entry Level Firefighter Academy Central Station	26.00
<b>Sun Jun 20, 2010</b>				
08:00	TRAIN		Entry Level Firefighter Academy Central Station	22.00

## SVFR

## Department Journal

06/01/2010 to 06/30/2010

00:00 to 24:00

Training Classes

Time	Type	Record Id	Description/Location	Staff Hrs
<b>Mon Jun 21, 2010</b>				
17:00	TRAIN		Search/Rescue/PPE	60.00
<b>Tue Jun 22, 2010</b>				
09:00	TRAIN		Initial Entry	14.00
17:00	TRAIN		Entry Level Firefighter Academy Central Station	70.00
19:00	TRAIN		Comp drills/initial attack Individual stations	77.00
<b>Wed Jun 23, 2010</b>				
09:00	TRAIN		Entry Level Firefighter Academy Central Station	85.00
<b>Thu Jun 24, 2010</b>				
17:00	TRAIN		Fire Streams, Hose, SCBA Central Station	80.00
<b>Fri Jun 25, 2010</b>				
17:00	TRAIN		Entry Level Firefighter Academy Central Station	32.00
<b>Sat Jun 26, 2010</b>				
08:00	TRAIN		Fire extinguishers/fire control Central Station	112.00

## SVFR

## Department Journal

06/01/2010 to 06/30/2010

00:00 to 24:00

Training Classes

Time	Type	Record Id	Description/Location	Staff Hrs
<hr/>				
Sun Jun 27, 2010				
<hr/>				
08:00	TRAIN		Skills Assessment Central Station	128.00
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Tue Jun 29, 2010				
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17:30	TRAIN		Burn to Learn Structure in community (burn to learn)	56.00
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19:00	TRAIN		Association/Business Meeting Central Station	78.00
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Wed Jun 30, 2010				
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19:00	TRAIN		Payroll Correction	3.00

Total Entries: 21

Total Staff Hrs: 1,265.50

# SIUSLAW VALLEY FIRE AND RESCUE

"Protection with Pride"

## Resolution No. 2010-08

### Resolution to Amend the Budget for 2010/2011


Whereas, as a result of unexpected contractual delays on the Herman Peak project in conjunction with Grant No. 07-418, expenditures were postponed to the fiscal year 2010/2011, requiring certain adjustments to the Capital Outlay and Cash in Bank portions of the budget adopted by the Board of Directors of Siuslaw Valley Fire and Rescue on the 16<sup>th</sup> day of June, 2010.

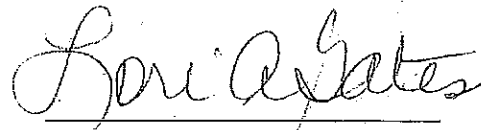
Whereas, the adjustments made to Capital Outlay and Cash in Bank increase the fund total to \$2,392,677, an increase of \$213,408.

Be it resolved, we hereby appropriate the following:

	As Adopted	Change	As Amended
<b>General Fund</b>			
Resources:			
Beginning cash	\$436,592	\$213,408	\$650,000
Requirements:			
Personal Services	\$779,228	\$0	\$779,228
Materials and Services	325,163	0	325,163
<b>Capital Outlay</b>	<b>725,448</b>	<b>213,408</b>	<b>938,856</b>
General Operating Contingency	150,000	0	150,000
Debt Service	199,430	0	199,430
Fund total	\$2,179,269	\$213,408	\$2,392,677
<b>Total Amended Budget</b>		<b>\$2,392,677.</b>	

Approved and declared adopted on the 21<sup>st</sup> day of July, 2010.

  
Steve Olienyk, Board President

  
Lori Gates, Secretary