

POLK COUNTY FIRE DISTRICT NO.1
BUDGET MEETING
MAY 17, 2022
6:30 PM-CENTRAL STATION

LOCATION: Central Fire Station, 1800 Monmouth St., Independence, OR 97351. Public comment will be allowed.

Virtual Meeting Link:

<https://us02web.zoom.us/j/83752937296?pwd=NzU4eUlhK09zTmdNRVksaktqOWJOUT09>

Meeting ID: 837 5293 7296

Passcode: 879240

Public/Audience Input: Public opinion is welcome. Please sign-up on the sheet located at the entrance of the classroom. Indicate your name, address, and budget topic to be discussed. Discussion will be limited to three minutes.

BUDGET COMMITTEE MEMBERS:

Mike Lippsmeyer
Cord Von Derahe
Jeff Hamilton

Ken Coffman
Mike Hasson
Tim Pope (remote)
Bob McMillian

ABSENT:
Dan Miller
Greg Showell
Curtis Cole

STAFF:

Fire Chief Ben Stange
DC Neal Olson
DC Mike Mayfield
DC Frank Ehrmantraut
Office Administrator Stephanie Hale
Office Assistant Mary Carlson
Office Assistant Tirzah Romero
Fire Inspector Troy Crafton

ABSENT:
NONE

MEETING CALLED TO ORDER:

Mike Lippsmeyer called the Budget Committee Meeting to order at 6:30pm followed by the Pledge of Allegiance. Meeting minutes will be recorded and kept for 60 months.

APPOINTMENT OF BUDGET COMMITTEE CHAIRPERSON:

Mike Lippsmeyer – Asked for nominations for a Budget Committee Chairperson.

Jeff Hamilton - Motioned to nominate Ken Coffman as Chairperson.

Bob McMillian – Second.

Mike Lippsmeyer – All in favor – opposed, none – Ken Coffman approved as Chairperson.

APPROVAL OF AGENDA:

Chairperson Coffman – Asked for approval of Agenda.

Mike Lippsmeyer – Motion to approve the Agenda as stated.

Bob McMillian – Second.

Chairperson Coffman – All in favor – opposed, none – motion carried.

Chairperson Coffman stated that he will turn the meeting over to Chief Stange for the Budget presentation.

BUDGET MESSAGE FROM CHIEF STANGE:

Chief Stange – Read aloud the Budget Message for Fiscal Year 2022-2023.

He reviewed the Accounting Practices, District Demographics, and Flow Chart, which shows positions and responsibilities, Call Summary Chart, Property Value Assessment Chart and Medical Call Chart.

Chief Stange – Asked if there were any questions on these. No questions at this time.

Chief Stange – Presenting the Budget - he stated he would be reviewing the line items that had significant changes but to feel free to ask any questions on any of the line items.

GENERAL FUND RESOURCES

- **Tax Revenue:** 4020 & 4990 Current & Prior Years Taxes
4030 - 4512 Other Revenue Income

GENERAL FUND EXPENDITURES

- **Personnel Services:** 5000 to 5140 – Salaries/Wages
5500 - Employee Medical Insurance increase of 8% - 13%
5510 - Workmen's Comp Insurance
5520 - Social Security increase of 7.65%
5530 – PERS
5570 - Unemployment

Chief Stange asked if there were any questions.

No questions at this time.

- **Material & Services:** 6000 – Board of Directors Expenses
6010 – Dues and Subscriptions
6020 – Training and Education
6021 – EMS Training and Education
6030 – Training Events
6035 – Ambulance Licensing/EMT Recertification
6036 – Ambulance Billing Service – 6036-1 recoup of funds.
6040 – Occupational Safety-schedule background checks.
6041 – Wellness
6045 – Chaplains
6050 – Fire Prevention/Public Education
6060 – Publications - Legal & Advertisement
6065 – Physician Advisor
6070 – Legal Services
6071 – Other Professional Services
6080 – Election Expense
6090 – Office Supplies and Printing
6095 – Firmed
6100 – Uniforms
6101 – Protective Clothing
6110 – Station Supplies
6115 – Grounds Maintenance
6120 – Utilities
6130 – Fire Operating Supplies
6140 – Miscellaneous Expenditures

- 6145 – Hiring Costs
- 6150 – Insurance, Comprehensive & Liabilities –
- 6160 – Postage
- 6180 – Communication
- 6181 – WVCC – Dispatch
- 6182 – PC-Microwave Simulcast System
- 6190 – Fuel, Oil, Lubricants
- 6200 – Building Maintenance
- 6210 – Vehicle Maintenance, Repairs, Tires
- 6230 – Equipment Testing & Repairs-
- 6235 - Medical Supplies, Equip., Maint. & Testing –
- 6240 – State Mobilization
- 6250 – Audit/Accounting Services
- 6280 – Volunteer Incentives
- 6281 – Resident Program
- 6300 – Information Services/Computer Supplies
- 6305 - CERT

Capital Outlay: 7015-7099 – Building/Office Remodel/Upgrades

Chairperson Ken Coffman – Asked if there were any questions.

EQUIPMENT RESERVE FUND: E-7055 – E-7088

Chief Stange- Chief Stange stated ambulance purchase budgeted for in this year as well for ability to purchase when available. Also making sure that the passenger cars are up to date. No other major purchases in the next couple of years.

GRANT FUND

- G-7001 FEMA GRANT – Chief Stange stated that the district applied for additional staffing through the SAFER Grant for adequate fire and emergency response.
- G-7007 SDAO GRANT – SDAO provides 50/50 matching grant to hire interns to assist on special projects.
- G-7009 TRIBAL GRANT – Chief Stange stated Josh Dalrynple is working with Monmouth Police, Independence Police, and Central School District for a grant on AED’s through the Spirit Mountain Community Fund. This is an attempt to add/replace 37 AED’s and one trainer in the community.
- G-7700 OTHER GRANT

MARK AND MILDRED LAUDAHL FUND

Laudahl Fund Resources and Expenditures – Chief Stange stated this fund is for Memorial and Façade improvement. Having a hardscaped area to put plaques to honor people who have served. Also to make a covering for the front awning of Station 90.

DEBT SERVICE

No debt at this time.

Chairperson Coffman – Asked if there were any questions. No questions at this time.

Chairperson Coffman – Asked if anyone had signed the list for public comments. No one had signed the request form to speak.

Chairperson Coffman – Asked if the Committee had any questions.

Mike Lippsmeyer – Asked about having discussed previously about students upstairs. How many students can you fit up there, and if you don't have that many students does it make living arrangements easier.

Chief Stange – Stated that yes it will especially with the grant however not able to housing night residents. There are three dorm rooms left, the rest are already shared as much as is safely possible. Not comfortable having a program where there can't be separate dorm rooms for female, and male.

Cord Von Derahe – Asked will there be a gap in GEMT money with the state signing this contract in the eleventh hour?

Chief Stange – Stated no it should catch up. From what was read it should pay for all of 2022 since it is being signed in 2022.

Cord Von Derahe – Asked is the expense (GEMT) split up evenly or percentage wise. Are we being held at the same rate as a county that runs a lot more calls?

Chief Stange – Stated that it will be granted by percentage of calls.

Chairperson Coffman – Asked about the Equipment Reserve Fund chart, and wondering if the yearly funds have been preplanned for with financial means.

Chief Stange – Stated the items that are not fire apparatus, we can maintain this fund throughout the year so that when the time comes to replace equipment 2029-30B will be paid for and we won't have a bond to pay for.

Cord Von Derahe – Asked if Chief Stange had conversations with the cities discussing the Urban Development Fund on whether or not it will grow or expand, if those districts get bigger.

Chief Stange – Stated has had conversations with the cities in hopes to reset the increment of increase on property assessment.

Cord Von Derahe – Asked if we are to get the SAFER Grant, are the expenses for hiring (PPE, uniforms, etc.) included in the Budget for 2022/2023.

Chief Stange – Stated that the biggest expense is PPE and training time. Hiring cost for background checks, medical assessments, psychological evaluations are included in the grant.

Chairperson Coffman – Asked are there itemized or additional costs for employees more than what the grant can offer?

Chief Stange – Stated the PPE would be about \$3,000 per employee once they get turnouts and all their gear. There have also been more funds budgeted for in the uniforms line item. It would be possible

Mike Lippsmeyer read the motion.

Mike Lippsmeyer - I move that the Budget Committee of Polk County Fire District No.1 approve the Budget for the 2022-23 Fiscal Year in the amount of \$7,409,956.

I move that the Budget Committee of Polk County Fire District No.1 approve property taxes for the 2022-23 Fiscal Year at the rate of 1.5038 per \$1,000 of Assessed Value for the permanent rate, \$0.19 per \$1,000 of assessed value for the Local Option Tax Levy rate, and the amount of \$170,000 for the General Obligation Bond levy.

Bob McMillian – Second.

Chairperson Coffman - All in favor – none opposed – 2022-23 FY Budget is approved.

Meeting adjourned 7:40pm.

Minutes by Tirzah Romero.