



**Hazeldell Rural Fire Protection District
Board of Directors Regular Meeting
Oakridge Fire Department
Oakridge, OR 97463**

5:00 PM THURSDAY January 27, 2022

BOARD OF DIRECTORS MEETING

CALL THE MEETING TO ORDER

- 1. * APPROVAL OF CONSENT AGENDA**
 - a) Approval of minutes
- 2. FINANCIAL REPORTS**
 - a) *Accounts Payable
 - b) *Equipment Maintenance Charges Apportionment
 - c) Financial Report for December
- 3. RECOGNITION / PUBLIC COMMENT**
- 4. CORRESPONDENCE**
- 5. OLD BUSINESS**
 - a) Audit Update
 - b) *Security System – Approval to Proceed
- 6. * NEW BUSINESS**
 - a) *Insurance Renewal, Longevity Credit and Rate Lock
 - b) SDAO Annual Conference
 - c) New public meeting requirement
 - d) **OFDDA Renewal**
- 7. FIRE CHIEF'S REPORT**
 - a) Activity Report
 - b) Equipment Readiness
- 8. DIRECTORS REPORT**
- 9. CHAIR REPORT**

ADJOURNMENT

Next meeting: Thursday, February 24, 2022, 5pm

* Requires Board Action

Added item

**HAZELDELL RURAL FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
THURSDAY, NOVEMBER 18, 2021**

CALL TO ORDER: Vice Chair John Milandin called the meeting to order at 5:00 PM.

ATTENDANCE: Directors John Milandin, Joan Peterkin, Skip Baker and Vernon Beard; Acting Fire Chief Bryan Cutchen; FD Capt. Scott Hollett

ABSENT: Director Herb Wick

Public Attendance: Leo Robb

Summary of Motions

- Motion to approve the minutes presented – Passed
- Motion to pay the invoices – Passed
- Motion to authorize \$500 for an air compression and battery charging systems at the HP Station – Passed
- Motion to adjourn – Passed

Consent Agenda

Approval of Minutes

Motion to approve the minutes of 28 October. Motion made by Beard, 2nd by Baker.

(Motion passed unanimously)

Financial Reports

Accounts Payable

An invoice from the State of Oregon, Government Ethics Commission, was handed out and will be paid with handwritten check #3730.

Motion to pay the bills. Motion made by Beard, 2nd by Baker.

(Motion passed unanimously)

Financial Report

Peterkin presented the financial report for July – October 2021.

Recognition/Public Comment

Leo Robb gave an update on the U.S. Marine Corps Toys for Tots program. He has collected \$2200 for Oakridge to date; the toy gift event will be held on December 11 at the OFD.

Correspondence

Old Business

Action Item List

The updated list is in progress.

Video Alarm System

The video alarm system is installed. Higdon has access to the video. The alarm could be received by cell phone through an app with a password.

Video Monitoring System

The video monitoring system could be available to designated members of the staff and BODs.

New Business

The annual "audit" of our finances is due
Peterkin will work on it.

SDIS Best Practices Completion Extended to December 29

Completion of the items that provide a discount on our insurance bill is extended to December 29. Director Beard and Acting Chief Cutchen would be available to take training.

Fire Chief's Report

Grant

Cutchen said that the grant application was submitted.

Activity Report

Hollett gave the call report.

Equipment Readiness

Hollett gave the report. Three of the four units at the HP Station would not start. Unit 1516 still needs the compressor hooked up to it to pull it out of the station. A part-timer ordered the parts. No F/T maintenance person is on staff. The following were discussed: trickle charger, duplicate what OFD has at the station; get prices for electrical charging.

Motion to authorize \$500 to install an air compression system to maintain pressure on all the vehicles at the station and to get a battery charging system. Motion made by Milandin, 2nd by Baker.
(Motion passed unanimously)

Westridge Tank

The tank needs to have drafting capability installed. Hollett is waiting to hear from Barry Demick. Baker and Beard volunteered to help out.

Directors Report

Beard said he is trying to get to the next step to open up Brock Road. His neighbor wants to know if it will cost money for the residents. Milandin said he needs to talk to our County Commissioner Heather Buch. Milandin could go with Vern to visit Buch after January 1.

Motion to adjourn the meeting made at 6:10 pm. Motion made by Baker, 2nd by Peterkin.
(Motion Passed Unanimously)

Respectfully Submitted,

Joan Peterkin
Secretary

Hazeldell Rural Fire Department

1/21/2022 8:30 PM

Register: 1002 · Banner Bank - 4095
 From 12/01/2021 through 01/20/2022
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/01/2021			1001 · Local Gov. Inve...	Funds Transfer	115,000.00	X		14,173.82
12/02/2021			-split-	Deposit		X	41,512.33	55,686.15
12/13/2021			-split-	Deposit		X	3,311.66	58,997.81
12/13/2021	eft	Suburban Propane	5400 · Materials & Ser...		75.00	X		58,922.81
12/20/2021	3720	Lane Electric	5400 · Materials & Ser...	Acct. #3715400	64.37	X		58,858.44
12/20/2021	3721	Bryan Cutchen	5400 · Materials & Ser...		119.80			58,738.64
12/20/2021	3722	City Of Oakridge	5400 · Materials & Ser...	Inv. #0028-12-21	31,665.00			27,073.64
12/20/2021	3723	LB Office Works	5400 · Materials & Ser...	Inv. #2021-45	125.00			26,948.64
12/27/2021	eft	Spectrum	5400 · Materials & Ser...	01.07.22	77.97	X		26,870.67
12/31/2021			4000 · Revenue:4830-...	Deposit		X	4,115.00	30,985.67
12/31/2021		Banner Bank	4000 · Revenue:4200-...	Deposit		X	0.96	30,986.63
01/18/2022	eft	Spectrum	5400 · Materials & Ser...	12.07.21	77.97			30,908.66
01/20/2022	3725	Special Districts Insu...	5400 · Materials & Ser...	Acct. #01-0052...	3,651.00			27,257.66
01/20/2022	3726	Oregon Fire District ...	5400 · Materials & Ser...	Renewal #22-1...	250.00			27,007.66
01/20/2022	3727	Lane Electric	5400 · Materials & Ser...	Acct. #3715400	70.54			26,937.12
01/20/2022	3728	LB Office Works	5400 · Materials & Ser...	Inv. #2022 - 1	125.00			26,812.12

1/22/2022

AA&L

Inv #
 Hazeldell 023

2,105.00



787 Bailey Hill Road
Eugene, Oregon 97402-5451
541.484.1151
www.laneelectric.com

409 1 AV 0.426 5 409
HAZELDELL RURAL FIRE DIST C-1
ATTN HERB WICK
PO BOX 717
OAKRIDGE OR 97463-0717



Your Electric Bill Information

Account Number	3715400
Statement Date	12/07/2021
Previous Balance	\$20.90
Payments Thank You!	\$-20.90
Current Charges - Due By 01/03/2022	\$64.37
Total Amount Due	\$64.37

Co-op Bulletin Board

Be prepared if winter weather turns unfavorable. Though we all hope for a happy and safe holiday season with our families and friends, be sure to stock up on supplies like extra blankets, water, flashlights, and other emergency preparedness items in case of unforeseen winter storms and extended power outages. Visit laneelectric.com/outages for tips on getting your household prepared.

Your Energy Bill Description

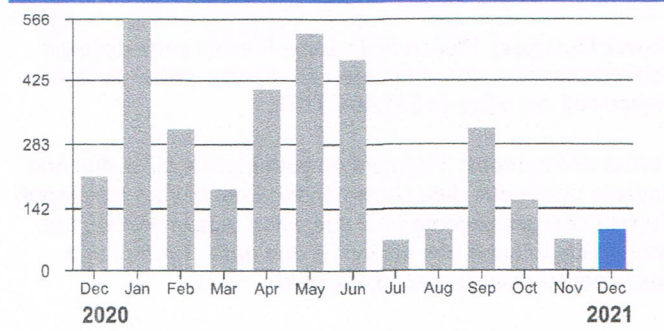
Service Address: 78175 DEAD MOUNTAIN ROAD
Type: FIRE STATION
Service From: 11/01/2021 TO 12/01/2021

Meter #	Desc.	Previous	Present	Usage	Mult.
78567	kWh	48233	48327	94	1.0
78567	kW	0	0.612	0.612	1.0

Description	Usage	Rate	Total
Basic Charge			\$ 52.00
Usage Charge	94	\$.067800	\$ 6.37
70 Watt Light Street Lights (Qty: 1)			\$ 6.00

Current Month's Charges \$ 64.37

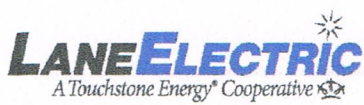
Your Monthly Energy (kWh) Use



Your Monthly Comparisons

Period	# Days	kWh Use	kWh/Day	\$/Day	Avg. Tmp
This Month	30	94	3	2.15	49
Last Month	31	72	2	2.03	53
Last Year	29	212	7	2.50	45

Acct 5460-0
JEP 12 DEC '21



787 Bailey Hill Road
Eugene, Oregon 97402-5451
541.484.1151
Pay-by-Phone at 1-877-562-5503
www.laneelectric.com

HAZELDELL RURAL FIRE DIST
ATTN HERB WICK
PO BOX 717
OAKRIDGE OR 97463-0717

PLEASE DETACH THIS PORTION AND RETURN IT WITH YOUR PAYMENT

Account Number	3715400
Statement Date	12/07/2021
Total Amount Due	64.37

Your payment and any returned checks may be processed electronically

LANE ELECTRIC COOPERATIVE
787 BAILEY HILL ROAD
EUGENE OR 97402-5451





Final Details for Order #113-2533322-3334639

[Print this page for your records.](#)

Order Placed: December 8, 2021

Amazon.com order number: 113-2533322-3334639

Order Total: \$119.80

Shipped on December 9, 2021

Items Ordered

4 of: *NOCO GENIUS1, 1-Amp Fully-Automatic Smart Charger, 6V and 12V Battery Charger, Battery Maintainer, Trickle Charger, and Battery Desulfator with Temperature Compensation*

Price
\$29.95

Sold by: Amazon.com Services LLC

Condition: New

Shipping Address:

BRYAN P CUTCHEN
48300 HILLS ST
OAKRIDGE, OR 97463-9409
United States

Shipping Speed:

FREE Prime Delivery

Payment information

Payment Method:

MasterCard | Last digits: 1770

Item(s) Subtotal: \$119.80
Shipping & Handling: \$0.00

Billing address

BRYAN P CUTCHEN
48300 HILLS ST
OAKRIDGE, OR 97463-9409
United States

Total before tax: \$119.80
Estimated tax to be collected: \$0.00

Grand Total: \$119.80

Credit Card transactions

MasterCard ending in 1770: December 9, 2021: \$119.80

To view the status of your order, return to [Order Summary](#).

[Conditions of Use](#) | [Privacy Notice](#) © 1996-2021, Amazon.com, Inc. or its affiliates

Pay to Bryan Cutchen

\$119.80

Acct. 5435-0

Vehicle Maintenance

JP

12/19/20

City of Oakridge

PO Box 1410
Oakridge, OR 97463
(541) 782-2258

Invoice

Customer ID 0028
Date 12/13/2021
Invoice No. 0028-12-21

Bill To: Hazeldell Rural Fire Dist.
PO Box 717
Oakridge, OR 97463

Ship To: Hazeldell Rural Fire Dist.
PO Box 717
Oakridge, OR 97463

<u>Quantity</u>	<u>Item ID</u>	<u>Description</u>	<u>Price Each</u>	<u>Amount</u>
1.00		Fire contract	\$31,665.00	\$31,665.00

Acct 5450-0 JP Contract, city of Oakridge 12/19/20

P.O. Number
Payment Terms Due By the 25th
Billed By FIRE
Ship Date
Shipping Method
Description Fire Contract

Sub Total \$31,665.00
TOTAL \$31,665.00



Property / Casualty Statement

Statement Date: 1/5/2022
Payment Due: End of Month
Customer Number: 01-0052047

Hazeldell Rural Fire District
PO Box 717
Oakridge, OR 97463

Bancorp Insurance
PO Box 327
La Pine, OR 97739

Date	Description	Debits	Credits	Balance
	Balance Forward			0.00
1/1/2022	Auto Liability	1,333.00		1,333.00
1/1/2022	Auto Physical Damage	573.00		1,906.00
1/1/2022	Excess	200.00		2,106.00
1/1/2022	General Liability	931.00		3,037.00
1/1/2022	N/O Auto Liability	175.00		3,212.00
1/1/2022	Property	439.00		3,651.00

Acct 5410-0
JEP 1/18/21

Balance Due 3,651.00

727 Center Street NE Salem, Oregon 97301 P.O. Box 12613 Salem, Oregon 97309-0613
Phone: (503) 371-8667 1-800-285-5461 Fax: (503) 371-4781

Please include a copy of statement to help us apply your payment correctly.



Oregon Fire District Directors Association

1284 Court Street NE
Salem, OR 97301

2022 Membership

Date	Renewal #
1/7/2022	22-1192

Bill To
Hazeldell Rural Fire District PO Box 717 Oakridge OR 97463

Description	*Assessed Value	Amount
OFDDA Membership Dues for 2022 (Jan - Dec)	64,579,954	250.00
<i>Acct 5425-0, Dues JEP 1/18/21</i>		

*OFDDA dues are based upon the Assessed Value as determined by the Oregon Department of Revenue Property Tax Statistics for the 2020 - 2021 fiscal year. Questions? Call OFDDA at (800) 223-9708.

Balance Due \$250.00



787 Bailey Hill Road
Eugene, Oregon 97402-5451

541.484.1151
www.laneelectric.com

409 1 AV 0.426
HAZELDELL RURAL FIRE DIST
ATTN HERB WICK
PO BOX 717
OAKRIDGE OR 97463-0717

5 409
C-1



Your Electric Bill Information

Account Number	3715400
Statement Date	01/04/2022
Previous Balance	\$64.37
Payments Thank You!	\$-64.37
Current Charges - Due By 02/07/2022	\$70.54
Total Amount Due	\$70.54

Co-op Bulletin Board

\$20,500 IN SCHOLARSHIPS AVAILABLE! If you, or someone you know is interested in continuing education, Lane Electric is accepting applications for scholarships to attend Vocational Outside Line Training Academy, Lane Community College, or a college of your choice. Eligible to high school seniors and adults who are LEC members. For more info visit laneelectric.com/scholarships. Deadline: Thursday, April 7th, 2022.

Your Energy Bill Description

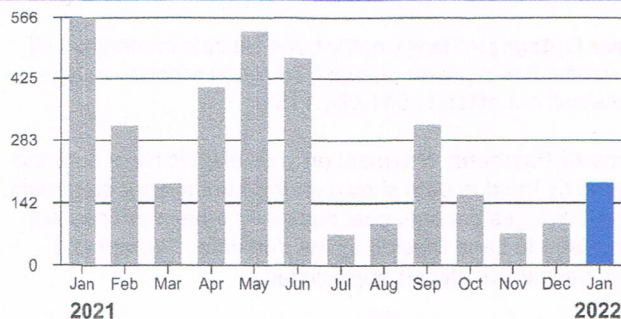
Service Address: 78175 DEAD MOUNTAIN ROAD
Type: FIRE STATION
Service From: 12/01/2021 TO 01/01/2022

Meter #	Desc.	Previous	Present	Usage	Mult.
78567	kWh	48327	48512	185	1.0
78567	kW	0	1.344	1.344	1.0

Description	Usage	Rate	Total
Basic Charge			\$ 52.00
Usage Charge	185	\$.067800	\$ 12.54
70 Watt Light Street Lights (Qty: 1)			\$ 6.00
Current Month's Charges			\$ 70.54

Acct 5460-0
JEP 1/18/21

Your Monthly Energy (kWh) Use



Your Monthly Comparisons

Period	# Days	kWh Use	kWh/Day	\$/Day	Avg. Temp
This Month	31	185	6	2.28	41
Last Month	30	94	3	2.15	49
Last Year	30	566	19	3.21	42

PLEASE DETACH THIS PORTION AND RETURN IT WITH YOUR PAYMENT



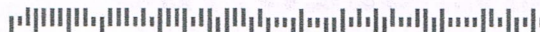
787 Bailey Hill Road
Eugene, Oregon 97402-5451
541.484.1151
Pay-by-Phone at 1-877-562-5503
www.laneelectric.com

HAZELDELL RURAL FIRE DIST
ATTN HERB WICK
PO BOX 717
OAKRIDGE OR 97463-0717

Account Number	3715400
Statement Date	01/04/2022
Total Amount Due	70.54

Your payment and any returned checks may be processed electronically

LANE ELECTRIC COOPERATIVE
787 BAILEY HILL ROAD
EUGENE OR 97402-5451



AA&L Emergency Fire Apparatus Repair LLC

BILL TO
 Hazeldell Fire Department
 P.O. box 717
 Oakridge, Oregon 97463

Pay to
AA&L INVOICE
 P.O Box 255
 Richland OR, 97870

Invoice #	Hazeldell 023
Invoice Date	01/19/2022
Customer ID	Hazeldell Fire

ITEMS/DESCRIPTION	QTY	HRS	UNIT PRICE	TOTAL
* <u>Travel</u>	1		\$600.00	\$600.00
Labor on 1516		10	\$75.00	\$750.00
Kenworth air spring	2		\$190.00	\$380.00
MV-2 parts	2		\$75.00	\$150.00
<u>Labor on 1531</u> - City's vehicle		1	\$75.00	<u>\$75.00</u> City
Labor on 1521		2	\$75.00	\$150.00
Labor on 1525		1	(no charge)	
Labor on 1518			(no charge)	
* <u>Motel stay</u>	1		\$125.00	\$125.00
Subtotal				\$2,230.00
Miscellaneous				
BALANCE DUE				\$2,230.00

Total travel = \$750
 ~ 1/4 to City = 50 } based on
 ~ 13/4 to HRFD = 700 } hrs. worked

Split invoice:
 City \$125
 HRFD \$2,105
 \$2,230



AA&L
 P.O Box 255
 Richland OR, 97870

PHONE (541) 893-6977
 FAX (541) 893-6977
 Cell (208) 250-6643
 E-MAIL andrade1055@hotmail.com

VEP
 approved by Scott
 Hillett
 per email on
 1/21/22

Hazeldell Rural Fire Department
Revenue And Expenditures Budget vs. Actual General
 July through December 2021

	Jul - Dec 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
3900 · Beginning Fund Balances Budget				
4100-1 · Beginning Fund Balances-G.F.	0.00	36,855.00	-36,855.00	0.0%
Total 3900 · Beginning Fund Balances Budget	0.00	36,855.00	-36,855.00	0.0%
4000 · Revenue				
4000-0 · Prior Year Taxes	1,696.49	1,000.00	696.49	169.6%
4110-0 · Current Year Tax Receipts	162,930.99	166,344.00	-3,413.01	97.9%
4120-0 · Interest On Prior Year Taxes	198.70	300.00	-101.30	66.2%
4200-0 · Invest Interest (LGIP)	238.86	1,000.00	-761.14	23.9%
4200-1 · Bank Interest	4.04	0.00	4.04	100.0%
4830-0 · Grants	4,115.00	0.00	4,115.00	100.0%
4850-0 · Miscellaneous Revenue	0.00	0.00	0.00	0.0%
Total 4000 · Revenue	169,184.08	168,644.00	540.08	100.3%
Total Income	169,184.08	205,499.00	-36,314.92	82.3%
Gross Profit	169,184.08	205,499.00	-36,314.92	82.3%
Expense				
5000 · Capital Outlay				
5830-0 · Vehicles	0.00	20,000.00	-20,000.00	0.0%
Total 5000 · Capital Outlay	0.00	20,000.00	-20,000.00	0.0%
5400 · Materials & Services				
5410-0 · Insurance	601.42	4,240.00	-3,638.58	14.2%
5415-0 · Office Expense	166.55	500.00	-333.45	33.3%
5415-1 · Board Expense	0.00	2,000.00	-2,000.00	0.0%
5420-1 · Audit	0.00	4,000.00	-4,000.00	0.0%
5420-2 · Bookkeeping	750.00	1,500.00	-750.00	50.0%
5420-3 · Legal Fees	0.00	500.00	-500.00	0.0%
5420-4 · Public Info.,Web Design & Maint	525.02	500.00	25.02	105.0%
5420-5 · Bank Fees & Service Charges	0.10	150.00	-149.90	0.1%
5425-0 · Licenses,Permits,Subscrip.,Dues	482.36	1,000.00	-517.64	48.2%
5426-0 · Elections & Notices	266.77	1,900.00	-1,633.23	14.0%
5430-0 · Training	0.00	2,000.00	-2,000.00	0.0%
5431-0 · Travel	0.00	2,000.00	-2,000.00	0.0%
5435-0 · Vehicle Repair & Maintenance	119.80	10,000.00	-9,880.20	1.2%
5435-1 · Gas & Oil	0.00	250.00	-250.00	0.0%
5435-2 · Tires & Batteries	0.00	3,000.00	-3,000.00	0.0%
5435-3 · Vehicle & Equipment Testing	0.00	4,000.00	-4,000.00	0.0%
5435-4 · Protective Clothing	0.00	14,000.00	-14,000.00	0.0%
5435-5 · Equipment	0.00	1,500.00	-1,500.00	0.0%
5435-6 · Radio Repair/Small Tools/Equip	0.00	1,500.00	-1,500.00	0.0%
5436-0 · Address Sign Program	0.00	2,000.00	-2,000.00	0.0%
5450-0 · Contract Ser - City of Oakridge	31,665.00	63,330.00	-31,665.00	50.0%
5450-1 · Contract Services-Adm Asst	0.00	1,000.00	-1,000.00	0.0%
5460-0 · Utilities	1,819.09	3,000.00	-1,180.91	60.6%
5460-1 · Building/Grounds Maintenance	350.00	7,000.00	-6,650.00	5.0%
5470-0 · Volunteer Prog-City of Oakridge	15,450.00	15,450.00	0.00	100.0%
Total 5400 · Materials & Services	52,196.11	146,320.00	-94,123.89	35.7%
5700 · Interfund Transfer				
5700-1 · Land & Facilities Fund	0.00	10,000.00	-10,000.00	0.0%
5900-1 · Vehicle Fund	0.00	10,000.00	-10,000.00	0.0%
Total 5700 · Interfund Transfer	0.00	20,000.00	-20,000.00	0.0%
6100 · Operating Contingency-Budgeted				
6100-0 · Operating Contingency	0.00	10,000.00	-10,000.00	0.0%
Total 6100 · Operating Contingency-Budgeted	0.00	10,000.00	-10,000.00	0.0%
7100 · Unappropriated Ending Fund Bal.	0.00	9,179.00	-9,179.00	0.0%
Total Expense	52,196.11	205,499.00	-153,302.89	25.4%
Net Ordinary Income	116,987.97	0.00	116,987.97	100.0%
Net Income	116,987.97	0.00	116,987.97	100.0%

Hazeldell Rural Fire Department
Balance Sheet
As of December 31, 2021

	<u>Dec 31, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
1001 · Local Gov. Invest. Pool	
1001-1 · General Fund	180,109.00
1001-2 · Land & Facilities Fund	51,220.17
1001-3 · Vehicle Fund	123,594.31
Total 1001 · Local Gov. Invest. ...	354,923.48
1002 · Banner Bank - 4095	
1002-1 · General Fund	30,986.63
Total 1002 · Banner Bank - 4095	30,986.63
Total Checking/Savings	385,910.11
Total Current Assets	385,910.11
TOTAL ASSETS	385,910.11
LIABILITIES & EQUITY	
Equity	
32000 · Unrestricted Net Assets	268,478.63
Net Income	117,431.48
Total Equity	385,910.11
TOTAL LIABILITIES & EQUITY	385,910.11

HAZELDELL RURAL FIRE PROTECTION DISTRICT

Staff Report

- I. Agenda Item: 5.a)
- II. Issue: Audit Update
- III. Initiator: Director Peterkin
- IV. Date: January 27, 2022
- V. Contact Person: Director Peterkin
- VI. Exhibits: (1) None
- VII. Background: The Treasurer has an approved audit extension to February 16, 2022. All documents are with the auditor. The original due date for the audit was December 31, 2021.
- VIII. Staff Recommendation: None, for information only.
- IX. Possible Motion: None.

BUDGET IMPACT

EXPENDITURE REQUIRED: \$0	AMOUNT BUDGETED: \$0	APPROPRIATION REQUIRED: -0-
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HAZELDELL RURAL FIRE PROTECTION DISTRICT

Staff Report

- I. Agenda Item: 5.b)
- II. Issue: Board permission is requested to schedule the system installation with Integrated Electronics Systems.
- III. Initiator: Bryan Cutchen
- IV. Date: January 27, 2022
- V. Contact Person: Captain Higdon
- VI. Exhibits: (1) IES Quote
- VII. Background: The SDIS Safety & Security Grant was approved and OFD would like to schedule the installation with IES.
- VIII. Staff Recommendation: Staff recommends approval.
- IX. Possible Motion: I move we approve the installation of the smoke and heat detection system as described in the IES quote, not to exceed \$_____.

BUDGET IMPACT

EXPENDITURE REQUIRED: \$8,230	AMOUNT BUDGETED: \$0	APPROPRIATION REQUIRED: \$8,230
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Proposal



INTEGRATED ELECTRONIC SYSTEMS, INC.

P.O. Box 700
 JUNCTION CITY, OREGON 97448
 (541) 485-4456
 FAX (541) 234-2187

CCB # 165599

PROPOSAL SUBMITTED TO OAKRIDGE FIRE DEPARTMENT		PHONE 541-782-2416	DATE April 6, 2021
STREET 47592 HWY 58		JOB NAME HAZELDALE STATION FIRE ALARM SYSTEM	
CITY, STATE AND ZIP CODE OAKRIDGE, OREGON 97463		JOB LOCATION 0	
ATTN: JOHN MANDOLIN	EST. NO. I-09121	FAX / EMAIL OAKRIDGE FIRE DEPARTMENT	

WE AGREE BY SIGNED COPY OF THIS PROPOSAL TO FURNISH AND INSTALL ALL MATERIALS AND LABOR NECESSARY TO COMPLETE INSTALLATION AT THE ABOVE JOB SITE AS PER OUR SCOPE OF WORK AS LISTED:

NEW FIRE ALARM SYSTEM:

- | | |
|--|---------------------------------|
| 1- NOTIFIER SFP-5UD 5 ZONE FIRE CONTROL PANEL. | 2- PANEL BACKUP BATTERIES. |
| 2- CEILING HORNSTROBES. | 1- AUTO DIALER. |
| 1- OUTDOOR HORNSTROBE. | 1- PROGRAMMING AND TESTING. |
| 9- SYSTEM SENSOR 2WB SMOKE / HEAT DETECTORS. | 1- MISC. HARDWARE AND SUPPLIES. |

THIS PROPOSAL IS BASED ON PROVIDING AND INSTALLING THE ABOVE LISTED EQUIPMENT.

AN ELECTRICIAN WILL BE NEEDED TO INSTALL 120VAC TO THE CONTROL PANEL. TO BE PROVIDED BY OWNER.

THIS SYSTEM WILL WORK LOCALLY FOR SMOKE & HEAT DETECTION AND SOUND THE ALARM IN AND OUTSIDE THE BUILDING. THE AUTODIALER WILL CALL UP TO 8 NUMBERS USING A SUITABLE PHONE LINE AT THE SITE. THIS AUTODIALER IS NOT A FIRE RATED ALARM COMMUNICATOR. IT IS A ALTERNATIVE TO USING A MONITORING SERVICE. THERE IS NO FIRE CODE COMPLIANT COMMUNICATOR THAT WILL WORK DIRECT CALLING THE CUSTOMER. THIS SYSTEM WILL BE CONSIDERED "LOCAL ONLY" SYSTEM WITH AN EXTRA SECURITY DIALER ANY LAPSE OR ISSUE WITH PHONE SERVICE AT THE SITE WILL INTERRUPT FIRE ALARM CALL OUT. THERE IS ALSO NO DAILY TEST SIGNAL TO VERIFY COMMUNICATION.

ALL WORK MUST BE DONE DURING NORMAL BUSINESS HOURS OF 6AM TO 4PM MONDAY THROUGH FRIDAY.

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

SEVEN THOUSAND TWO HUNDRED THIRTY DOLLARS AND NO/100'S..... dollars (\$ 7,230.00).

Payment to be made as follows:

NET PAYMENT DUE BY THE TENTH (10TH) OF EACH MONTH FOR ALL WORK COMPLETED BY THE END

OF THE PREVIOUS MONTH.

Subject to terms and conditions on reverse side hereof which terms and conditions are incorporated by reference.

Authorized Signature _____

Ben Adams 4/6/2021

Note: This proposal may be withdrawn by us if not accepted within **30** days.

Acceptance of Proposal — The above prices, specifications and conditions, including the terms set forth on the reverse hereof, are satisfactory and are hereby accepted. You are authorized to proceed with the work as specified. Payment will be made as outlined above.

Signature _____

Signature _____

Date of Acceptance: _____

HAZELDELL RURAL FIRE PROTECTION DISTRICT

Staff Report

- I. Agenda Item: 6.a)

- II. Issue: Renewal of Property and Liability Insurance 1/1/2022 – 12/31/2023 with a rate lock of 5%.

- III. Initiator: Director Peterkin

- IV. Date: January 27, 2022

- V. Contact Person: Director Peterkin

- VI. Exhibits: (1) Longevity Credit and Lock Rate
(2) Premium Information

- VII. Background: Annual insurance renewal

- VIII. Staff Recommendation: Staff recommends approval.

- IX. Possible Motion: I move we approve the insurance renewal with Special District Insurance Services.

BUDGET IMPACT

EXPENDITURE REQUIRED:	\$3,651	AMOUNT BUDGETED:	\$4,240	APPROPRIATION REQUIRED:	-0-
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Longevity Credit and Rate Lock Agreement

Hazeldell Rural Fire District

By signing this Agreement the Member agrees to remain a participant in the Special Districts Insurance Services (SDIS) Property and Liability Program from January 1, 2022 to December 31, 2023.

In return for this commitment the SDIS Trust agrees to the following:

1. Provide the Member with a Longevity Credit equal to: **\$681**
 - a. Amount to be mailed to the Member in February 2022: \$340.50
 - b. Amount to be mailed to the Member in February 2023: \$340.50

2. A maximum annual rate increase of five percent (5%) for policy year January 1, 2023 – December 31, 2023 based on the Member’s rates for the January 1, 2022 – December 31, 2022

The Member understands that breach of this agreement will require the Member to return the Longevity Credit plus interest to SDIS and will subject the Member to retroactive rate increases above the five percent (5%) maximum Rate Lock Guarantee.

** Total contributions assessed may increase more or less than the maximum guaranteed rate for changes in exposures such as the addition of vehicles, purchase of buildings, increase in operating budget or the addition of personnel. The rate guarantee does not apply to Excess Liability, Boiler and Machinery and Crime contributions because these are pass through costs to re-insurance carriers.*

It is so agreed this _____ day of _____, 20____

Special Districts Insurance Services

Hazeldell Rural Fire District

Authorized Representative (Member)

Print Name and Title

Date: 01-Jan-22

Named Participant: Hazeldell Rural Fire District
 PO Box 717
 Oakridge, OR 97463

Agent: Bancorp Insurance
 PO Box 327
 La Pine, OR 97739

Invoice #	Entity ID	Effective Date	Expiration Date	Invoice Date
37P52047-515	52047	01-Jan-22	31-Dec-22	01-Jan-22

Coverage	Contribution
SDIS Liability Coverage	
Liability Contribution	\$1,170
Less Best Practices Credit	\$0
Less Multi-Line Discount Credit	(\$39)
Adjusted Contribution	\$1,131
Auto Liability (Includes Auto Excess and Auto Supplemental Coverages)	
Auto Contribution	\$1,389
Less Best Practices Credit	\$0
Less Multi-Line Discount Credit	(\$56)
Adjusted Contribution	\$1,333
Non-owned and Hired Auto Liability	\$175
Auto Physical Damage	\$597
Less Multi-Line Discount Credit	(\$24)
Adjusted Contribution	\$573
Hired Auto Physical Damage	\$0
Property	
Property Contribution	\$457
Less Best Practices Credit	\$0
Less Multi-Line Discount Credit	(\$18)
Adjusted Contribution	\$439
Earthquake	Included
Flood	Included
Equipment Breakdown / Boiler and Machinery	\$0
Crime	\$0
Total:	\$3,651

2022 Longevity Credit**:	
Longevity Credit %:	Longevity Credit:
9.3%	\$341

Coverage is provided for only those coverages indicated above for which a contribution is shown or that are indicated as "included." Your payment evidences "acceptance" of this renewal. Please use the payment coupon on the following page to help us apply your payment correctly.

**This amount is for illustration only. Longevity Credit checks will be mailed to eligible members in February.

Payment instructions are on the following page.

HAZELDELL RURAL FIRE PROTECTION DISTRICT

Staff Report

- I. Agenda Item: 6.c)
- II. Issue: New legislation (HB 2560) requires governing bodies to make most public meetings remotely accessible when it's "reasonably possible."
- III. Initiator: Bryan Cutchen
- IV. Date: January 27, 2022
- V. Contact Person: Bryan Cutchen
- VI. Exhibits: (1) None
- VII. Background: The access includes the ability to provide written or oral testimony by either telephone, video or other electronic or virtual means.
- VIII. Staff Recommendation: Investigate the most cost-effective means of easily providing remote access to HRFPD BOD meetings.
- IX. Possible Motion: None.

BUDGET IMPACT

EXPENDITURE REQUIRED: TBD	AMOUNT BUDGETED: -0-	APPROPRIATION REQUIRED: TBD
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HAZELDELL RURAL FIRE PROTECTION DISTRICT

Staff Report

- I. Agenda Item: 6.d)
- II. Issue: The Oregon Fire District Director's Association membership is up for renewal and needs board approval.
- III. Initiator: Director Peterkin
- IV. Date: January 27, 2022
- V. Contact Person: Director Peterkin
- VI. Exhibits: (1) OFDDA letter
- VII. Background: None
- VIII. Staff Recommendation: Approve renewal
- IX. Possible Motion: I move we approve renewing HRFDP membership in the Oregon District Director's Association.

BUDGET IMPACT

EXPENDITURE REQUIRED:	\$250	AMOUNT BUDGETED:	\$1,000	APPROPRIATION REQUIRED:	-0-
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Oregon Fire District Directors Association

1284 Court Street N.E. • Salem, Oregon 97301

1-800-223-9708 • (503) 378-0896 • FAX (503) 364-9919 • www.ofdda.com

January 6, 2022

Dear Board Chair:

Enclosed please find your district's dues renewal statement for 2022. OFDDA dues are based on the district's total assessed value as reported by the Oregon Department of Revenue for fiscal year 2020-21.

As we look forward to a new year, including the upcoming legislative session, your participation in OFDDA is more important than ever. OFDDA is your voice in the legislature, protecting the rights of districts to be compensated for their services and to maintain equal footing with other local governing bodies. **Remember, OFDDA is the only organization that represents rural fire protection districts exclusively.**

OFDDA continues to support education, training, and networking for fire district board members in cooperation with our partner, Special Districts Association of Oregon, and by organizing and hosting the annual Oregon Fire Service Conference. Although we are still dealing with COVID, our 2021 hybrid Conference received some of the highest praise and positive feedback to date.

Your membership will allow your Board members and Chief to attend the 2022 Fire Service Conference, scheduled for November 2-4 in Hood River, at a discounted rate. At that time, OFDDA will recognize Board members with longevity awards for those who have served 20, 30, and even 40 years. We also honor a District of the Year and partner with SDAO to select a recipient for the Innovative Safety Award.

OFDDA continues to administer the Length of Service Award Plan for volunteer firefighters, with a special discount for member districts. The program is going strong with over 1,800 participants from more than 50 districts.

We also continue to publish the *Red Book*, a valuable tool containing statistical data on fire districts and departments throughout the state. A copy of your district's data as it appears in the publication is enclosed. Mark any updates on the copy and return it to the OFDDA office. If your district is not currently included in the *Red Book*, a blank data sheet is enclosed.

OFDDA's newsletter, *The Communique*, is published on a quarterly basis and provided free of charge to all directors of member districts. Please take a moment to use the enclosed Roster Update form to let us know of any changes in board members and chief officers for your district, as well as their preference about receiving an electronic or hard copy version of the newsletter.

Your district, as a member of OFDDA, can take pride in the growth and accomplishments of your association as we look forward to another year. We hope you will choose to continue your membership in OFDDA and reap the benefits the association has to offer. On behalf of the OFDDA Board of Directors, we look forward to your participation in 2022.

Sincerely,

Curtis Hoopes

Curtis Hoopes, Chiloquin Fire & Rescue
2022 OFDDA President

Genoa Ingram
OFDDA Executive Director