



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

5:00 PM THURSDAY February 24, 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) Financial Report for December
- 3. RECOGNITION / PUBLIC COMMENT**
- 4. CORRESPONDENCE**
- 5. OLD BUSINESS**
 - a) Security System
- 6. NEW BUSINESS**
- 7. FIRE CHIEF'S REPORT**
 - a) Activity Report
 - b) Equipment Readiness
- 8. DIRECTORS REPORT**
- 9. CHAIR REPORT**

ADJOURNMENT

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

* Requires Board Action

**HAZELDELL RURAL FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
THURSDAY, JANUARY 27, 2022**

CALL TO ORDER: Chair Herb Wick called the meeting to order at 5:00 PM.

ATTENDANCE: Directors Herb Wick, John Milandin, Joan Peterkin, Skip Baker and Vernon Beard; Acting Fire Chief Bryan Cutchen

ABSENT: none

Public Attendance: Leo Robb, Dustin Rymph (South Willamette Forest Collaborative), Eric Ornberg (Westridge Water District), Lou Pokorny

Summary of Motions

- Motion to approve the minutes presented – Passed
- Motion to offer 50% of the water tank project cost to the Westridge Water District Board– Passed
- Motion to pay the invoices – Passed
- Motion to approve the insurance renewal with SDIS for two years – Passed
- Motion to adjourn – Passed

Consent Agenda

Approval of Minutes

Motion to approve the minutes of November 18, 2021. Motion made by Baker, 2nd by Beard.
(Motion passed unanimously)

Old Business (discussed out of order)

Westridge Water District Tank (addition to agenda)

Eric Ornberg provided an update on the cost estimate. The water district spent \$729 on parts to date. They need to get an estimate of connecting the tank to the standpipe by the street. A plumbing company came to give an estimate which assumes labor and 4" pvc, shut off valve, and 2' concrete pad at \$8,988. Hazard trees will need to be removed. Board member Beard has viewed the location.

Motion to offer a tentative 50% of the cost from Hazeldell for the water tank project, subject to review by the Westridge Water District Board, with HRFD pursuing a grant from ODF. Motion made by Vern, 2nd by Baker
(Motion passed unanimously)

Financial Reports

Accounts Payable

Motion to pay the bills. Motion made by Milandin, 2nd by Beard.
(Motion passed unanimously)

Financial Report

Peterkin presented the financial report for July – December 2021.

Recognition/Public Comment

Dustin Rymph, Firewise Coordinator for South Willamette Forest Collaborative, discussed the \$850K grant applied for the purpose of thinning on Laurel Butte and Dunning Road. He plans to hold another community wildfire safety event and have a volunteer squad to help landowners with Firewise landscaping.

Correspondence

Old Business

Audit Update

Peterkin reported that the audit materials have been delivered to the auditor and that the request to the State for an extension to submit the audit report has been approved.

Security System

The SDAO security grant application was approved and the funds were received. Cutchen asked for approval to purchase and schedule the installation with Integrated Electronics Systems. The Board approved the request.

New Business

2022 Property and Liability Insurance Renewal, Longevity and 5% Rate Lock

The Board needs to approve SDIS's 2-year Longevity Credit and Rate Lock Agreement in order to receive the longevity credit (1/2 in February 2022 and 2023). Five percent is the maximum annual rate increase over two years.

Motion to approve the Insurance Renewal with SDIS for two years with a rate lock guaranty of 5%. Motion made by Baker, 2nd by Milandin.
(Motion passed unanimously)

SDAO Annual Conference

The annual conference is schedule for February and will be held remotely.

New public meeting requirement

2021 Legislation (HB 2560) requires governing bodies to make most public meetings remotely accessible when it's "reasonably possible". Access includes the ability to provide written or oral testimony. Recommendation is to investigate a cost-effective means of easily providing remote access to HRFD Board meetings. Choices suggested by Cutchen include buying equipment or using the City's courtroom.

OFDDA membership renewal

BOD members indicated their approved of the renewal. All of the Board members would like to receive the OFDDA quarterly publication at their home addresses.

Fire Chief's Report

Activity Report

Cutchen gave the report. The Omicron variant infected OFD firefighters. HRFD administrative items that will have to be transitioned following Cutchen's leaving his position include board packet preparation and budget officer.

Equipment Readiness

All units are ready and operational at the HP station. They need to be kept plugged in. An air compressor is still needed to pressurize the hoses.

Directors Report

Beard said he and his wife have bought a house in Reedsport and will be moving there in a few months.

Motion to adjourn the meeting made at 6:40 pm. Motion made by Baker, 2nd by Peterkin.
(Motion Passed Unanimously)

Respectfully Submitted,

Joan Peterkin
Secretary



787 Bailey Hill Road
Eugene, Oregon 97402-5451

541.484.1151
www.laneelectric.com

408 1 AV 0.426
HAZELDELL RURAL FIRE DIST
ATTN HERB WICK
PO BOX 717
OAKRIDGE OR 97463-0717

5 408
C-1



Your Electric Bill Information

Account Number	3715400
Statement Date	02/08/2022
Previous Balance	\$70.54
Payments Thank You!	\$-70.54
Current Charges - Due By 03/07/2022	\$71.02
Total Amount Due	\$71.02

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

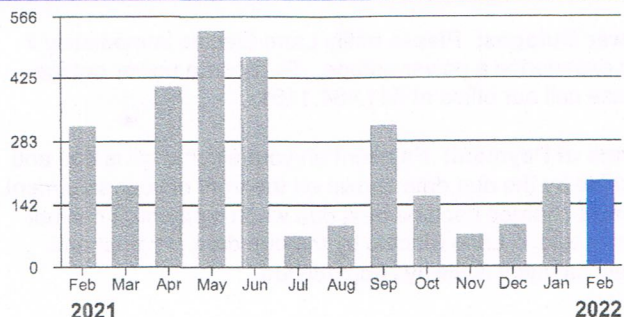
Service Address: 78175 DEAD MOUNTAIN ROAD
Type: FIRE STATION
Service From: 01/01/2022 TO 02/01/2022

Meter #	Desc.	Previous	Present	Usage	Mult.
78567	kWh	48512	48704	192	1.0
78567	kW	0	0.878	0.878	1.0

Description	Usage	Rate	Total
Basic Charge			\$ 52.00
Usage Charge	192	\$.067800	\$ 13.02
70 Watt Light Street Lights (Qty: 1)			\$ 6.00

Current Month's Charges \$ **71.02**

Your Monthly Energy (kWh) Use



Your Monthly Comparisons

Period	# Days	kWh Use	kWh/Day	\$/Day	Avg. Tmp
This Month	31	192	6	2.29	42
Last Month	31	185	6	2.28	41
Last Year	33	316	10	2.41	45

PLEASE DETACH THIS PORTION AND RETURN IT WITH YOUR PAYMENT

Account Number	3715400
Statement Date	02/08/2022
Total Amount Due	71.02

Your payment and any returned checks may be processed electronically



787 Bailey Hill Road
Eugene, Oregon 97402-5451
541.484.1151

Pay-by-Phone at 1-877-562-5503
www.laneelectric.com

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OAKRIDGE OR 97463-0717

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



Hazeldell Rural Fire Department

2/20/2022 7:51 PM

Register: 1002 · Banner Bank - 4095

From 01/01/2022 through 02/20/2022

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/13/2022			-split-	Deposit		X	2,712.12	33,698.75
01/18/2022	eft	Spectrum	5400 · Materials & Ser...	02.07.22	117.97	X		33,580.78
01/20/2022	3725	Special Districts Insu...	5400 · Materials & Ser...	Acct. #01-0052...	3,651.00			29,929.78
01/20/2022	3726	Oregon Fire District ...	5400 · Materials & Ser...	Renewal #22-1...	250.00			29,679.78
01/20/2022	3727	Lane Electric	5400 · Materials & Ser...	Acct. #3715400	70.54			29,609.24
01/20/2022	3728	LB Office Works	5400 · Materials & Ser...	Inv. #2022 - 1	125.00			29,484.24
01/24/2022	2731	AA&L Emergency Fi...	5400 · Materials & Ser...	Inv. #Hazeldell...	2,105.00			27,379.24
01/31/2022		Banner Bank	4000 · Revenue:4200-...	Deposit		X	0.59	27,379.83
02/18/2022	eft	Spectrum	5400 · Materials & Ser...	03.07.22	117.97			27,261.86
02/20/2022	3729	LB Office Works	5400 · Materials & Ser...	Inv. #2022-2	125.00			27,136.86
02/20/2022	3735	Lane Electric	5400 · Materials & Ser...	Acct. #3715400	71.02			27,065.84

Hazeldell Rural Fire Department
Revenue And Expenditures Budget vs. Actual General
 July 2021 through January 2022

	Jul '21 - Jan 22	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 Bu...	0.00	36,855.00	-36,855.00	0.0%
4000 · Revenue				
4000-0 · Prior Year Taxes	1,860.79	1,000.00	860.79	186.1%
4110-0 · Current Year Tax Receipts	165,457.56	166,344.00	-886.44	99.5%
4120-0 · Interest On Prior Year Taxes	219.95	300.00	-80.05	73.3%
4200-0 · Invest Interest (LGIP)	286.34	1,000.00	-713.66	28.6%
4200-1 · Bank Interest	4.63	0.00	4.63	100.0%
4830-0 · Grants/SDAO Security	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	171,944.27	168,644.00	3,300.27	102.0%
Total Income	171,944.27	205,499.00	-33,554.73	83.7%
Gross Profit	171,944.27	205,499.00	-33,554.73	83.7%
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	4,252.42	4,240.00	12.42	100.3%
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	875.00	1,500.00	-625.00	58.3%
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	0.15	150.00	-149.85	0.1%
5425-0 · Licenses,Permits,Subscrip.,Dues	732.36	1,000.00	-267.64	73.2%
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	2,224.80	10,000.00	-7,775.20	22.2%
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	2,007.60	3,000.00	-992.40	66.9%
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	58,515.67	146,320.00	-87,804.33	40.0%
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-Budg...	0.00	10,000.00	-10,000.00	0.0%

	<u>Jul '21 - Jan 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
7100 - Unappropriated Ending Fund Bal.	0.00	9,179.00	-9,179.00	0.0%
Total Expense	58,515.67	205,499.00	-146,983.33	28.5%
Net Ordinary Income	113,428.60	0.00	113,428.60	100.0%
Net Income	<u>113,428.60</u>	<u>0.00</u>	<u>113,428.60</u>	<u>100.0%</u>