

**Mt. Angel Fire District
Board Meeting
Minutes**

Date & Time: May 14, 2015 at 7:00pm

Called to Order by: Tom Frey

Roll Call:

Board Members:

Tom Frey
Gary Raid
Phil Wiesner
Stan Seifer

Staff:

Jim Trierweiler, Chief
Lyn Komp, Office Administrator

Budget Committee Members:

Jeff Wall- Chairman
Scott Wall
Michael Otte
Tom Ewing
Joe Ruef

Minutes of Previous Meeting: Gary Raid moved to approve the minutes as read, Stan Seifer seconded the motion. The motion passed unanimously.

Treasurer's Report: Gary Raid

- The Budget vs. Actual Report will be presented during the budget committee meeting, so they can see how the current year's budget is doing.
- Discussion on checks written;
 - Gary made a note about Check #5953 to US Bank- Trust Corp. This is for the interest payment on the engines. There is an annual principal payment and a semi-annual payment on interest.
- The overall budget is in good shape.

Public Comment:

- There was no public comment.

New business

- Craig Emch presented an update on insurance.
 - Property & Casualty Coverage;
 - There is not much changing. There is a slight bump in premium for the building property. There is a \$400 difference, and the others by just a few dollars. If we sell one of the pumps, the premium will drop.
 - Discussion on agreed value. We had spoken about agreed value a few years ago, and decided it is the better way to go. The board would like to see a cost comparison between agreed and actual value.

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- There was a question regarding coverage if someone gets in an accident while driving a fire department apparatus and someone dies, and if we have enough coverage. Craig explained we have \$1 million worth of coverage, which is plenty.
- The formula for the amount of coverage for portable equipment is based on the type of vehicles and knowing how much stuff they have on them. There is a guaranteed replacement cost.
- Accident & Sickness Coverage;
 - Unless we change the number of members, the premium won't change.
 - Discussion on benefits for members. Chief would like to bump this up in the future. We need to try and take care of our members. Craig will put some numbers together.
 - Craig makes a point every year to the members, that this does not replace a life insurance policy.
- Worker's Compensation Coverage;
 - Worker's compensation will usually make a lump sum payment for life long injuries.
 - Part B of worker's compensation will cover up to \$1 million in addition to the wage reimbursement.
 - We will be receiving a positive experience modification. This year there was only \$1036 paid out.

There was a recess taken at 7:58.

The budget committee meeting was called to order at 8:05 pm.

- The budget committee meeting was opened. Scott Wall nominated Jeff Wall as chairman, Tom Ewing seconded the motion. The motion passed unanimously.
- Gary Raid presented the current fiscal year's Budget vs. Actual Report. There was a brief explanation of the Budget vs. Actual layout. The Budget vs. Actual Report was at 81.4% for the year, and we have expended 75% of the budget. The budget is in good standing.
- Chairman Jeff Wall handed the meeting over to the budget officer, Chief Jim Trierweiler. He read the budget message. It highlighted the need to replace 41 SCBA cylinders by 2018, and continuing to add funds to Building and Site fund established last year.
 - Tom Ewing requested that we do not use abbreviations i.e. AFG, SCBA. This would make it easier for a person not familiar with fire terminology to understand it better.
- Chief Trierweiler read the Mt. Angel Fire District Budget Categories explanation.
- Chief Trierweiler presented a PowerPoint presentation on the budget;
 - MAFD Mission Statement was read.
 - A staff directory was presented.
 - A Fire & Emergency Medical Service Model was presented.
 - 2015-16 Budget comparison and changes in line items (also listed on page 11 and 12 of the proposed budget);
 - General Fund;
 - Building Maintenance increased by \$2500. A chart of expenses for this line item was listed on Appendix A, Section 1.

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- Dispatch was increased by \$2000 because of the new fee schedule that was developed last year by fire and police agencies. Tom Ewing asked about how the fee schedule was determined. Chief explained that each call we go on costs about \$66. They multiply the \$66 by the approximate amount of calls we go one in a year. There will be an approximate increase of 3% per year.
- Insurance was decreased by \$700. We estimated high during the last fiscal year because of the new engines being added. After careful review and assessment, it was determined that we could safely decrease this line item.
- Small equipment was increased due to possibly needing to purchase new air bottles. We put in for a grant to receive funds to purchase new air bottles. A district usually will only receive the AFG grant once every 3 years. We received the AFG grant in 2012 for turnouts, so we are close to the three year mark. We will need to replace 41 SCBA bottles by spring 2018. If we receive the grant, we will use the funds from small equipment to purchase new Motorola pagers to replace the aging ones.
- The telephone line item decreased by \$2020. We have moved the monthly fee for the I-pads the Accounting & Computers line item.
- Training has increased by \$3700 due to the annual fee for Target Solutions. Target Solutions is a training program that also tracks all our member's activities/classes for recertification.
- Vehicle Maintenance decreased by \$5000 because there are not major repairs expected. Vehicle had increased during the 2014-15 fiscal year due to repairs needed on Engine 466.
 - Building & Site Fund; there were enough funds saved in the 2014-15 fiscal year to increase this fund by \$75,000.
 - Permanent Tax Rate (General Fund); the assessed value of most residential property will grow at approximately 3% per year. This is reflected in the "Estimated Assessed Value in District" on the Property Tax Worksheet on page 9 of the proposed budget.
 - Debt Service Fund; the "Taxes Estimated to be Received" is based on one principal and two interest payments made during the fiscal year seen on page 10 of the proposed budget.
 - Bond Project Fund; this is the balance of bond funds left to spend on the new engines. The remaining funds have been ear marked for radio upgrades that will be needed in the near future.
- Lyn spoke about one change that needed to be made to the budget. There weren't enough funds budgeted for the PERS line item in the General Fund. Lyn stated that the PERS line item needed to increase \$2500. We would decrease Unappropriated Ending Fund Balance by \$2500 to compensate for the difference. The PERS line item would change to \$6100 and the Unappropriated Ending Fund Balance would change to \$193,213. The cause of the increase in PERS is due to a change in actuarial method and the changes resulting from Senate Bill 822. The budget committee agreed to the changes.

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- Tom Ewing requested for next year to add projection totals for the current fiscal year. He also suggested we add in an actual expenditure on the Budget Comparison page.
- Scott Wall made moved to approve the budget. "I move that the budget committee of the Mt. Angel Fire District approve the budget for the 2015-16 fiscal year in the amount of \$957,161, the property tax rate of \$1.0146 per \$1,000 of assessed value for the permanent tax rate levy, and in the amount of \$118,579 for the general obligation bond levy." Joe Ruef seconded the motion. The motion passed unanimously.

*Chairman Jeff Wall adjourned Budget Committee Meeting at 9:04.
The Board Meeting resumed at 9:05.*

Old business:

- HRA VEBA update; Lyn reported she had a meeting with a representative for HRA VEBA. He helped her with the process and what paperwork needed to be filled out. We need to adopt a policy and a resolution before we are able to move forward. He gave her a copy of a sample resolution and policy. Lyn asked about if the monthly amount can be changed and how often. He stated most people change it yearly depending on insurance premiums, but if it needed to change more often than yearly, it can be. The district determines the amount to be contributed. We are looking at a start date of July 1, 2015. The board approved for Lyn to proceed with getting the policy and the resolution ready for the next board meeting.

Fire District Report:

- We had an OSHA consultation on May 12th. They picked up a couple of things that need to be changed. They made sure we took care of previous issues. Overall it went good.
- Chief presented a new layout for the call report. Each type of call is color coded. The board is able to see the date, type of call and the location. Chief gave a brief summary of calls.

Adjournment: 21:06

Recorded By Lyn Komp

Board President or Secretary