



# McKenzie Fire & Rescue

Board Meeting

June 19, 2023

- Directors
- President Bruce Daniel
  - Vice President Derek Wing
  - Secretary/Treasurer Raymond Byrne, Jr. (called in)
  - Board Member – VACANT
  - Board Member Lee Means
- Staff
- Fire Chief Darren Bucich
  - Deputy Chief Bart Thompson
  - Administrative Assistant Dulcy Pierce

President Bruce Daniel called the Budget Hearing for the 2023-2024 McKenzie Fire & Rescue Budget to order at 12:04 p.m. on Monday, June 19, 2023, at the Leaburg Training Center, 42870 McKenzie Highway, Leaburg, Oregon.

## No Guests

Board President Bruce Daniel opened the Budget Hearing and turned the meeting over to Budget Officer and Fire Chief Darren Bucich.

Budget Review and Adoption of the 2023-2024 Budget: Budget Officer Fire Chief Darren Bucich reviewed the proposed 2023-2024 Budget and recommended the following changes:

Net Working Capital (accrual basis) *increase* \$2,234,589 – this carryover includes funds received for the construction of the Disaster Relief Logistics Center (DRLC) and have not yet been expended, the OFSM Capacity Grant (a 3-year personnel grant), and miscellaneous grants received during June, 2023. The increase for the DRLC will show in Capital Outlay requirement section, page 5 of 8, while the 2023-2024 personnel expenses are divided into current year line items with the balance of the remaining two years carried forward in the Benefit/Student Reserve, page 7 of 8.

Audit *increase* \$17,500 – this increase is due to expected increases for the annual audit and required publishing fees.

Grant Expenses *increase to* \$457,605 – this increase includes the final year of the SAFER Grant, the OSFM Firewise Community Garden Grant, the Community Wildfire Risk Reduction Grant (a 3-year grant), and the future expenditures for the OSFM Capacity Grant (also a 3-year grant).

Insurance *increase to* \$65,130 - to include the coverage for the Disaster Relief Logistics Center, upon completion, and any added water tanks within the district.



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Personnel lines *increase* based on the award of the 2023 OSFM Capacity Grant (for the hiring and benefits of 2 fulltime firefighters):

OSFM 1 & 2 – added to show annual salary for each position

Deferred Comp *increase* from \$12,500 to \$14,740

Health Insurance *increase* from \$197,915 to \$251,915

HRA/VEBA *increase* from \$29,400 to \$37,800

Payroll Taxes *increase* from \$ 83,237 to \$105,721

PERS *increase* from \$140,000 to \$169,120

Temporary Service/Conflagration/D.O. Program *increase* to \$103,000 – increase is due to the award of the OSFM Summer Staffing grant, and the award of the SDAO Summer Staffing grant.

Capital Outlay: Apparatus & Equipment *increase* to \$30,469 – increase is due to the award of the Community Wildfire Risk Reduction grant, for the purchase of a dump trailer.

Capital Outlay: Land & Building *increase* to \$40,000 – increase is due to the award of the RoundHouse Foundation grant, to paint the library and upgrade lighting.

Transfers to Equipment Reserve *increase* from \$271,028 to \$327,247

No public comment was received.

Approval of 2023-2024 Budget: Derek Wing moved to approve the 2023-2024 budget as presented by Budget Officer and Fire Chief Darren Bucich. Raymond Byrne, Jr. seconded the motion, which passed unanimously.

Budget Hearing closed at 12:24 p.m.

President Bruce Daniel called the June meeting of the McKenzie Fire & Rescue Board of Directors to order at 12:24 p.m. on Monday, June 19, 2023, at the Leaburg Training Center, 42870 McKenzie Highway, Leaburg, Oregon.

Approval of Board Meeting Minutes: Lee Means moved to accept the minutes, as presented, of the May 15th, 2023, Board meeting. Raymond Byrne, Jr. seconded the motion, which passed unanimously.

Treasurer's Report: A motion to file the treasurer's report for the month of May, subject to audit, was made by Lee Means. Derek Wing seconded the motion, which passed unanimously.

Chief's Report: Chief Bucich's written report was included in the Board packet. Also discussed:



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Disaster Relief Logistics Center: Chief Bucich reported that sitework has begun for the DRLC. He also reported that EWEB has agreed to waive the review fees, estimated at \$3,500, for this project.

RoundHouse Foundation Grant/Leaburg Library Project: The library paint project began today.

2023 OSFM Capacity Grant: The District was awarded this grant for 2 full-time positions. Chief Bucich shared the results of the candidate testing and was pleased to offer the positions to Faith Huff and Lane Palahniuk. Both will start out as seasonal employees until the district receives results from their pre-employment physical. Once satisfactory results are received, they will move to full-time staff.

Water Tanks: Chief Bucich has met with the Bureau of Land Management representatives to begin the discussion of adding a water tank on their property located on Goodpasture Road. The water tank installed at McKenzie Bible Fellowship has been installed and is operational. Lane County is requiring additional test/certifications that were not required on previous projects.

Life Jackets: have been delivered throughout the District. We have added Riverview Market on Marcola Road as an additional location this year.

## Action Items:

Resolution #17 - Accepting Revenue & Authorizing Expenses for the RoundHouse Foundation Grant, \$20,000.

Lee Means made the motion to accept Resolution #17 - Accepting Revenue & Authorizing Expenses for the RoundHouse Foundation Grant, \$20,000. Raymond Byrne, Jr. seconded the motion, which passed unanimously.

Resolution #18 - Accepting Revenue & Authorizing Expenses for the Oregon State Fire Marshal (OSFM) Capacity Grant, \$539,523.

Lee Means made the motion to accept Resolution #18 - Accepting Revenue & Authorizing Expenses for the Oregon State Fire Marshal (OSFM) Capacity Grant, \$539,523. Raymond Byrne, Jr. seconded the motion, which passed unanimously.

Resolution #19 - Accepting Revenue & Authorizing Expenses for the Oregon State Fire Marshal (OSFM) Community Wildfire Risk Reduction (CWRR) Grant, \$32,066.

Lee Means made the motion to accept Resolution #19 - Accepting Revenue & Authorizing Expenses for the Oregon State Fire Marshal (OSFM) Community Wildfire Risk Reduction (CWRR) Grant, \$32,066. Raymond Byrne, Jr. seconded the motion, which passed unanimously.



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Resolution #20 - Accepting Revenue & Authorizing Expenses for the Hurricane Ian Deployment, \$29,810.

Lee Means made the motion to accept Resolution #20 - Accepting Revenue & Authorizing Expenses for the Hurricane Ian Deployment, \$29,810. Raymond Byrne, Jr. seconded the motion, which passed unanimously.

Resolution #21 - Accepting Revenue & Authorizing Expenses for the Department of Public Safety Standards & Training Grant, \$9,972.

Lee Means made the motion to accept Resolution #21 - Accepting Revenue & Authorizing Expenses for the Department of Public Safety Standards & Training Grant, \$9,972. Raymond Byrne, Jr. seconded the motion, which passed unanimously.

Resolution #22 - Accepting Revenue & Authorizing Expenses for the Department of Public Safety Standards & Training Grant, \$15,000.

Lee Means made the motion to accept Resolution #22 - Accepting Revenue & Authorizing Expenses for the Department of Public Safety Standards & Training Grant, \$15,000. Raymond Byrne, Jr. seconded the motion, which passed unanimously.

Resolution #23 - Accepting Revenue & Authorizing Expenses for the Sale of Surplus Equipment, \$8,500.

Lee Means made the motion to accept Resolution #23 - Accepting Revenue & Authorizing Expenses for the Sale of Surplus Equipment, \$8,500. Raymond Byrne, Jr. seconded the motion, which passed unanimously.

Resolution Adopting the Budget, Making Appropriations, Imposing the Tax, and Categorizing the Tax. Lee Means moved to accept the resolution Adopting the Budget, Making Appropriations, Imposing the Tax, and Categorizing the Tax for the 2023-2024 fiscal year. Derek Wing seconded the motion, which passed unanimously.

## No Unfinished Business

## New Business

Elected Board Member: Chief Bucich reported that the district received official notification from Lane County Elections that George Burnette Dillon received the majority of write-in votes during the May 16, 2023, special election. He has already submitted the acceptance form to their office and looks forward to attending the July meeting.

Election of Officers: Raymond Byrne, Jr. made a motion to retain the current Board officer's in their same positions for the 2023-2024 year. Derek Wing seconded the motion, which passed unanimously. Officer positions for the 2023-2024 year:

President: Bruce Daniel

Vice-President: Derek Wing

Secretary/Treasurer: Raymond Byrne, Jr.



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## Good of the Order

The volunteer appreciation Brunch & BBQ will be held on Wednesday, July 12<sup>th</sup>, at 9 am and 5:30 pm.

The next meeting will be held on Monday, July 17, 2023, at the Leaburg Training Center.

Meeting adjourned at 12:56 p.m.

Raymond Byrne, Jr., Secretary / Treasurer