

HOODLAND FIRE DISTRICT # 74
SPECIAL BOARD MEETING MINUTES
MAY 5, 2020

Attendance: Board Members: Shirley Dueber, Mary Ellen Fitzgerald, Darcy Lais, Jacob Rackley, and Cliff Fortune (Conference Call). Staff: Steve Abel; Interim Fire Chief, DC Scott Kline, Carol Norgard; Financial Manager, Lt. Phil Burks, and FF Nick Miller (Conference Call). Guests: Kim Weaver (Conference Call), Cheryl Weaver (Conference Call), Kirk Peterson (Conference Call), and Jim Mooney (Conference Call).

1. Call to Order: By Shirley Dueber at 7:00 PM.
2. Roll Call: With the meeting being offered as a conference call, a roll call was performed to determine the attendance.
3. Pledge of Allegiance: Led by Scott Kline.
4. Persons to be Heard. None.
5. New Business.
 - A. FY 2020-2021 Budget Update by Fire Chief Steve Abel.
 - i. 6 year projection spreadsheet was put together to estimate the revenue through FY 2025-2026 to determine what can be spent on payroll expenses.
 - a. Revenue: Taxes increase an average of 3% a year.
 - b. Revenue: Levy Taxes for the next 5 years.
 - c. Revenue: Safer Grant funds (FY 2020-2021 is the last year).
 - d. Payroll expenses figured at 75% of General Fund Taxes, 100% of Safer Grant, and 100% of Levy Taxes.
 - e. Payroll expenses figured at 80% of General Fund Taxes, 100% of Safer Grant, and 100% of Levy Taxes.
 - ii. Continuing to work to balance the FY 2020-2021 Budget.
 - a. There is still a shortfall of around \$400,000 to balance the budget.

5. A. ii. New Business Continued

- b. Beginning Fund Balance is lowering since this money is being used to cover payroll expenses in the FY 2019-2020 Budget.
- c. Safer Grant funds are reduced this year, since this the last year.
- d. \$60,000 was added back into the budget to pay back the money that was borrowed from the Building Reserve Account.
- e. Lots of cuts have been made to try to balance the budget including Student Program, Special Rescue, Fireblast Trailer, Training, etc.
- f. If money is borrowed from the Reserve Accounts it has to be paid back. There is the option to dissolve the Reserve Account to be able to use the funds.
- g. Questions regarding Overtime: Firefighters earn FSLA Overtime just working their regular 48/96 schedule. There is also Overtime earned through Cover Shifts (Sick/Vacation). Working on a plan to reduce the Overtime for Duty Officer Shifts.
- h. To add housing at the Main Station it would be around \$400,000. This money could be taken out of the Building Reserve Account. There also would need to be modifications made to meet Clackamas County and ODOT requirements.
- i. In the process of researching how to implement fees for service to increase Revenue.
- j. We need to increase revenue and reduce expenses in order to balance the Budget.

6. EXECUTIVE SESSION under ORS 192.660.2(d) Conferring with persons designated by the Board to handle labor negotiations.

- A. The Board plans to gather more information at the Executive Session and give Fire Chief Abel direction at the May 12, 2020 Board Meeting.
- B. No further business will be conducted after the Executive Session except to adjourn the meeting.

6. Executive Session Continued

C. The Board invited Fire Chief Abel, Carol Norgard, and Jim Mooney to join the Executive Session.

RECESS: 7:25 PM from Regular Session.

RECONVENE: 7:38 PM into Executive Session.

D. Discussion on Labor Negotiation Options.

ADJOURN: 9:36 PM from Executive Session.

RECONVENE: 9:38 PM into Regular Session.

7. Adjournment.

MOTION MADE: By Mary Ellen Fitzgerald to adjourn the meeting.

2ND: By Darcy Lais.

ADJOURNMENT: Meeting adjourned by Shirley Dueber at 9:39 PM.

Respectfully Submitted,

Carolyn M. Norgard
Carolyn M. Norgard, Financial Manager

Notes Typed By: Kelli Ewing, Administrative Assistant