



McKenzie Fire & Rescue

Board Meeting

January 17, 2022

Directors President Raymond Byrne, Jr.
 Vice President Lee Means
 Secretary/Treasurer Derek Wing
 Board Member Rick Thompson
 Board Member Bruce Daniel

Staff Fire Chief Darren Bucich
 Deputy Chief Bart Thompson
 Administrative Assistant Dulcy Pierce

President Raymond Byrne, Jr. called the January Meeting of the McKenzie Fire & Rescue Board of Directors to order at 12:10 p.m. on Monday, January 17, 2022, 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 December 20, 2021, Board meeting. Rick Thompson seconded the motion, which passed unanimously.

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

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

Safety Committee: Deputy Chief Bart Thompson reviewed the 2021 year with the Board.

Logistics Building: Chief Bucich reported that the surveyor, NW Timberland Consulting, has documentation showing the District owns an additional 30' on the east property line. After discussion, the Board would like to notify the homeowner. Chief Bucich will contact our attorney for recommendations. President Raymond Byrne, Jr. would like this added to the agenda for the February Board Meeting.

SAFER Grant: The District is writing a grant application for 3-positions. The Board sees no issues with this.

Water Tank: Lane County Planning received two referral letters; one from a homeowner and one from LandWatch Lane County. The District has responded. Lane County Planning estimated a final decision will take place in February.

District Hiring: Chief Bucich reported that three applications have been received. The last day to apply is Wednesday, January 23rd.



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Special Districts Association of Oregon (SDAO) Conference: will be held virtually February 10-13, 2022. Chief Bucich will make the Training Center available if the Board would like to sit through any sessions together.

Staff Vehicle Replacement: Chief Bucich would like to order a new staff vehicle to replace Deputy Chief Bart Thompsons. His current truck will become a utility vehicle and last out response rig. Even if ordered this month it will likely not be available until next fiscal year. Chief Bucich proposes using up to \$60,000 from Equipment Reserve for this purchase. Lee Means moved to spend up to \$60,000 from Equipment Reserve on the purchase of a new staff vehicle. Derek Wing seconded the motion, which passed unanimously.

House Fire: Chief Bucich updated the Board on a house fire that occurred in the 4200 block of McKenzie Highway on January 6, 2022.

Action Items:

- Resolution #10 – Accepting Revenue & Authorizing Expenditures for the Jack Creek Conflagration, \$ 19,043
Rick Thompson moved to approve Resolution #10 – Accepting Revenue & Authorizing Expenditures for the Jack Creek Conflagration, \$ 19,043. Lee Means seconded the motion, which passed unanimously.
- Resolution #11 – Accepting Revenue & Authorizing Expenditures for the Grandview Conflagration, \$ 12,480
Rick Thompson moved to approve Resolution #9 - Accepting Revenue & Authorizing Expenditures for the SDAO Safety & Security Matching Grant, \$10,000. Bruce Daniel seconded the motion, which passed unanimously.
- Resolution #12 – Accepting Revenue & Authorizing Expenditures for the Middle Fork Conflagration, \$ 15,115
Lee Means moved to approve Resolution #10 – Accepting Revenue & Authorizing Expenditures for the Middle Fork Conflagration, \$ 15,115. Derek Wing seconded the motion, which passed unanimously.
- Resolution #13 – Disaster Relief Logistics Center Design-Build Exemption
After reviewing the Resolution, and having been published as required by State law, Lee Means moved to approve Resolution #13 – Disaster Relief Logistics Center Design-Build Exemption. Derek Wing seconded the motion, which passed unanimously.

No Unfinished Business

New Business

Chapter 7 – Bereavement Policy



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By policy, employees are given up to three (3) paid days off following the loss of a family member. This policy is modeled around the 40-hour per week employee. Chief Bucich recommended adding language to address the 24-hour shift personnel, giving them 24-hours off. After a discussion, Derek Wing moved to accept the inclusion of shift personnel in the Bereavement policy. Lee Means seconded the motion, which passed unanimously.

Appoint Budget Officer: Lee Means moved to appoint Fire Chief Darren Bucich as the 2022-2023 Budget Officer. Derek Wing seconded the motion, which passed unanimously.

Budget Schedule: The February meeting falls on Monday, February 21st, and observed holiday. After discussion, the February meeting will be held on Tuesday, February 22, 2022. With the adjustment of the February meeting date, Lee Means moved to approve the 2022-2023 Budget Schedule. Rick Thompson seconded the motion, which passed unanimously.

Good of the Order

RAS Group, LLC. will be presenting the annual audit for the 2020-2021 fiscal year during the February Board meeting.

Volunteer Awards will be held Wednesday, February 16th at 6:00 pm. We are asking that it be volunteers only, with the recent uptick in COVID cases. Board members are welcome to attend. We will follow recommended COVID guidelines.

Next Meeting: Tuesday, February 22, 2022, at the McKenzie Fire & Rescue Training Center in Leaburg at 12:00 p.m.

Meeting adjourned at 1:08 p.m.

Derek Wing, Secretary / Treasurer