

AGENDA

Meeting of the Scappoose Rural Fire Protection District Board of Directors, Thursday,
April 11, 2019, 7:00 P.M., Scappoose Fire Station, Scappoose, Oregon.

- I. CALL TO ORDER & FLAG SALUTE
- II. 2018-19 SUPPLEMENTAL BUDGET HEARING – Public Comment
- III. AUDIENCE PARTICIPATION
- IV. CONSENT AGENDA
 - A. Minutes from March 14, 2019 meeting
 - B. Bills to be approved April 11, 2019
 - C. Budget vs. Actual a/o March 31, 2019
- V. 7:15 pm: LEXIPOL POLICY & PROCEDURE PRESENTATION
- VI. CHIEFS' REPORTS
 - A. Chiefs' Reports & Meeting Minutes
 - B. Purchase extrication tools for Rescue 431
 - C. Purchase 2019 Command truck
 - D. Letter of commendation
 - E. Miscellaneous Items
- VII. OLD BUSINESS
 - A. Awards & Incentives Committee
 - B. Management Team Committee
 - C. Planning Committee
 - D. Oversight Committee
- VIII. NEW BUSINESS –
 - A. Major Budget Items Discussion –
 1. Hazardous materials commodity flow study \$50,000 grant
 2. Portland UASI for regional FAA drone plan \$100,000 grant
 3. Regional functional exercise \$15,000 grant
 4. Two (2) full-time EMT positions
 - B. 2018-19 Supplemental Budget Resolution
 - C. Fire Marshall Resolution No. 19-02 (on fees)
- IX. AUDIENCE PARTICIPATION
- X. GOOD OF THE ORDER
- XI. ADJOURNMENT

Chief Greisen's Agenda Review

04/11/2019

Opening of meeting

President: "I open the meeting for the Scappoose Rural Fire Protection District Board of Directors for Thursday, April 11, 2019 at 7:00 PM at the Scappoose Fire Station. Please stand for the flag salute."

2018-19 Supplemental Budget Hearing (*President:* I open the hearing for public comment. *After all comments, President:* I close the hearing.)

Audience Participation

CONSENT AGENDA – A motion is required to approve the consent agenda.

President: "I will now entertain a motion to approve the consent agenda."

Director: "I move to approve the consent agenda" 2nd by _____

President: "Is there any discussion on the consent agenda?"

7:15 pm – LEXIPOL Policy & Procedure Presentation

CHIEFS' REPORTS & Other Meeting Minutes – In Dropbox

PURCHASE Extrication Tools for Rescue 431 – in Dropbox

President says "I will entertain a motion to purchase extrication tools & airbag system for Rescue 431 for \$45,300."

Director says "I make a motion to purchase extrication tools & airbag system for Rescue 431 for \$45,300." 2nd by _____

PURCHASE Truck – in Dropbox

President says "I will entertain a motion to purchase a 2019 Command truck with canopy, lights, decals & radio for up to \$50,000."

Director says "I make a motion to purchase a 2019 Command truck with canopy, lights, decals & radio for up to \$50,000." 2nd by _____

Letter of Commendation – in dropbox

OLD BUSINESS

Awards & Incentives Committee –

Management Team Committee – meets before board meeting

Planning Committee –

Oversight Committee –

NEW BUSINESS –

Discussion of grants & 2 full-time EMT positions - Chief Greisen

2018-19 Supplemental Budget Resolution

President says "Is there a motion to adopt the 2018-19 Supplemental Budget Resolution #2019-01 ?

Director says "I make a motion to adopt the 2018-19 Supplemental Budget Resolution #2019-01." 2nd by _____

(continued on next pg)

Fire Marshal Resolution No. 19-02 (on fees)

President says “Is there a motion to adopt Fire Marshal Resolution No. 19-02 ?

Director says “I make a motion to adopt **Fire Marshal Resolution No. 19-02.**” 2nd by

Audience Participation

Good of the Order – thank you notes

Scappoose Rural Fire District

Itemized Account Activity

March 15 through April 11, 2019

Date	Source Name	Memo	Paid Amou...
1..GENERAL FUND EXPENDITURES			
1...			
1.1 GENERAL FUND PERSONNEL SVCS			
550 Insurance			
03/27/2019	Paychex - tax	ER Work Benefit	62.64
03/28/2019	HRA VEBA Trust	HRA VEBA Trust for health care	2,500.00
03/28/2019	Nationwide Retireme...	Mar2019 District contributions	475.00
03/28/2019	DuBois, Brian	reimb uninsured medical expense	45.00
03/29/2019	Paychex Payroll	Flex spend health ins cashout	16,297.04
04/11/2019	Special Districts Insur...	May2019-Health Ins	19,019.08
04/11/2019	Standard Insurance	Apr/May Life & LTD Insurance	1,349.22
Total 550 Insurance			39,747.98
560 Personnel Salaries			
03/19/2019	American General Lif...	Insurance Premium	59.85
03/27/2019	Paychex - tax	Emplyee taxes withheld	45,263.09
03/27/2019	Oregon Dept. of Justice	PR deduction	805.00
03/28/2019	Foresters Investor Se...	457P retirement - 3/31/19	3,533.33
03/28/2019	Nationwide Retireme...	Mar2019 payroll contributions	1,935.00
03/28/2019	Principal Financial Gr...	Life Ins policy 4809832 - Anderson	52.24
03/28/2019	Voya-State of Oregon...	Oregon Savings & Growth Plan	9,400.48
03/29/2019	Paychex Payroll	Deferred compensation	3,019.00
03/29/2019	Paychex Payroll	FLSA OT	2,183.00
03/29/2019	Paychex Payroll	FF incentives	1,530.00
03/29/2019	Paychex Payroll	Longevity	641.00
03/29/2019	Paychex Payroll	Phone Pay	150.00
03/29/2019	Paychex Payroll	Shift differential	144.59
03/29/2019	Paychex Payroll	Overtime	19,105.07
03/29/2019	Paychex Payroll	Balance of net pay	71,565.36
04/11/2019	P.E.R.S.	Employee 6% IAP plus unit contrib...	10,158.21
04/11/2019	American Heritage Lif...	Case # 84457 PR Deduc: R Ander...	217.44
04/11/2019	Special Districts Insur...	employee PR deductions	13.60
04/11/2019	Special Districts Insur...	employee sec125 contributions	1,125.00
04/11/2019	Standard Insurance	Apr STD PR deductions	496.45
04/11/2019	Pacific Athletic Club	Emplyee PR deduction	5.00
04/11/2019	Inroads Credit Union	PR deductions	530.00
04/11/2019	Tualatin Valley Fire Fi...	2019 union dues from PR deductio...	1,552.37
04/11/2019	Principal Financial Gr...	Life Ins policy 4807351 - DuBois	42.41
Total 560 Personnel Salaries			173,527.49
570 SocSec/Medicare(FICA)			
03/27/2019	Paychex - tax	Emplyr FICA	14,298.97

Scappoose Rural Fire District

Itemized Account Activity

March 15 through April 11, 2019

Date	Source Name	Memo	Paid Amou...
Total 570 SocSec/Medicare(FICA)			14,298.97
580 Volunteer Services			
03/28/2019	Meres, Angie	335.2 mi @ \$0.58/mile	194.42
03/28/2019	Pizza Vendor	3/27/19 SVFA membership mtg food	48.95
04/11/2019	Greenup, Cade	reimb cell phone	34.00
Total 580 Volunteer Services			277.37
590 Personnel Benefits			
04/11/2019	P.E.R.S.	Employer PERS	35,022.73
04/11/2019	Anytime Fitness	May Fitness dues-J.Salisbury	33.00
04/11/2019	Pacific Athletic Club	May fitness dues; J. Marks	40.00
Total 590 Personnel Benefits			35,095.73
Total 1.1 GENERAL FUND PERSONNEL SVCS			262,947.54
1.2 GENERAL FUND MATERIAL & SVC			
670 Contract Services			
03/28/2019	Cardinal Services, Inc.	28 hrs for temp M. Heath	581.56
03/28/2019	Cardinal Services, Inc.	30 hrs for temp M. Heath	623.10
04/11/2019	Cardinal Services, Inc.	30 hrs for temp M. Heath	623.10
04/11/2019	Cardinal Services, Inc.	30 hrs for temp M. Heath	623.10
04/11/2019	Systems Design	88 transports Feb2019 + postage	1,942.60
04/11/2019	CRFR	50% Vol Coord	4,195.25
04/11/2019	Sasek, Dean MD	physician advisor	691.67
Total 670 Contract Services			9,280.38
680 Communications Maintenance			
03/29/2019	Ham Radio Outlet	1 ASTRON SS-50M switching pow...	199.95
Total 680 Communications Maintenance			199.95
720 Public Fire Services			
03/15/2019	Amazon	Apple iPad Pro Tablet-fire investig...	355.47
04/06/2019	International Code Co...	Fire Marshal tests for wk-long cour...	278.00
Total 720 Public Fire Services			633.47
740 Uniforms			
03/27/2019	Blumenthal Uniforms ...	Sallee-2 pr tactical EMS pants	87.98
03/28/2019	Blumenthal Uniforms ...	Sallee-2 pr tactical EMS pants	32.00
03/28/2019	WaterShed LLC	Gore-Tex jacket, liner & hood(Curio)	526.89
03/29/2019	SafetyStore.com	10 Paramedic patches	47.50
03/29/2019	SafetyStore.com	8 EMT Advanced patches	39.60

04/11/19

Cash Basis

Scappoose Rural Fire District

Itemized Account Activity

March 15 through April 11, 2019

Date	Source Name	Memo	Paid Amou...
03/29/2019	SafetyStore.com	shipping	7.16
04/11/2019	Blumenthal Uniforms ...	M.Reed - 1 pr Taclite EMS pants	59.99
04/11/2019	Municipal Emergency...	PRO-Warrington boot 10.5 E	389.54
04/11/2019	Reed, Mark	Size 8D Danner black boots	176.00
04/11/2019	Scappoose Outfitters	2 nameplates ea. for 12 FF/EMS	120.00
04/11/2019	Scappoose Outfitters	sewing velcro for patches	55.00
04/11/2019	Scappoose Outfitters	4 job shirts & 2 sweatshirts; imprint...	412.00
04/11/2019	Municipal Emergency...	ProWarrington Structural boot 10....	374.99
04/11/2019	Municipal Emergency...	ProWarrington 8.5 E zipup	252.29
04/11/2019	Municipal Emergency...	shipping	26.81
Total 740 Uniforms			2,607.75
750 Maintenance on Equipment			
03/20/2019	Harvest Chevrolet	Replace TPMS sensors -Pricher v...	646.09
03/28/2019	Wilcox & Flegel	490.3 gal diesel	1,086.85
03/28/2019	Wilcox & Flegel	300 gal unleaded	894.96
03/28/2019	O'Reilly Auto Parts	5 gal DEF	23.98
03/28/2019	O'Reilly Auto Parts	2 gal wiper fluid	5.58
03/28/2019	Safeguard Fire Exting...	service 39 fire extinguishers	225.00
03/28/2019	SeaWestern Fire App...	TSI annual calibrate Portaccount 8...	922.50
03/28/2019	Sunset Auto Parts	diesel exhaust fluid	22.00
03/28/2019	Sunset Auto Parts	shore power recpt - AP 3203	101.98
04/11/2019	Ace Hardware - Scap...	SCBA batteries	38.54
04/11/2019	Columbia Feed & Sup...	1 gal fuel, 1 gal bar oil, e-clip	55.35
04/11/2019	CRFR	AP3105-E435 - replace fuel solenoid	692.53
04/11/2019	CRFR	HB431 - replace leaking return hose	218.75
04/11/2019	CRFR	TW431-diagnose bucket leveling; ...	300.00
04/11/2019	CRFR	AP3307-M432: repl. O2 valve ass...	666.44
04/11/2019	CRFR	AP3408-SU431: repl map sensor ...	437.54
04/11/2019	O'Reilly Auto Parts	receptacle	85.58
04/11/2019	Sunset Auto Parts	vehicle supplies	33.74
04/11/2019	Sunset Auto Parts	misc	3.41
Total 750 Maintenance on Equipment			6,460.82
760 Administration			
03/15/2019	Amazon	colored paper for budget bks	23.17
03/20/2019	Fred Meyer	Oversight Mtg food	12.97
03/22/2019	Amazon	3 iPad cases for board members	56.97
03/22/2019	Safeway	Engstrom retirement cake & cookies	80.98
03/28/2019	Paychex Invoice	Mar2019 reg PR svcs	197.65
03/28/2019	Pacific Office Automa...	monthly charge	39.60
03/28/2019	Speer Hoyt LLC	1.8 hr review/revise IGA	423.00
03/28/2019	Amazon	48"X60" plastic chair mat	99.99
04/01/2019	Elavon Visa Processing	March Visa processing fees	203.63

Scappoose Rural Fire District

Itemized Account Activity

March 15 through April 11, 2019

Date	Source Name	Memo	Paid Amou...
04/01/2019		bank transfer fee	0.05
04/11/2019	Heath, Maria	reimb cell phone	50.00
04/11/2019	Heath, Maria	reimb petty cash	57.70
04/11/2019	Pamplin Media - Spotl...	ad for Supp Budget 3/29/19	96.75
Total 760 Administration			1,342.46
765 Information Technology			
03/19/2019	CenturyLink	Holbrook internet	70.00
03/20/2019	CenturyLink	Main station internet backup	60.00
03/28/2019	AT&T Mobility	wireless phones	346.29
03/28/2019	AT&T Mobility	FirstNet	133.58
03/28/2019	CenturyLink	Chapman internet charge	153.60
03/28/2019	Maller, Dave	contract IT maint	675.00
03/28/2019	Maller, Dave	ImageTrend issues-computer	195.00
03/28/2019	Maller, Dave	Office 365 interconnect 2 districts	390.00
03/28/2019	Maller, Dave	Quickbooks issues	130.00
04/11/2019	Comcast	internet for Scappoose Station	241.85
04/11/2019	CallBack Staffing Sol...	04/01--6/30/19: 66 Users Pro	770.22
04/11/2019	EMS Technology Sol...	Op IQ fleet mgmt license	120.00
04/11/2019	City of Portland	800 MHz access	117.21
04/11/2019	Verizon Wireless	Cell phones - Acct# 672550930	10.02
04/11/2019	Verizon Wireless	cell phones - Acct# 342023411	531.79
Total 765 Information Technology			3,944.56
770 Operating Materials/Suppli			
03/26/2019	Amazon	1 bx Cormatic roll towels	51.76
03/26/2019	Amazon	1 cs GP toilet tissue	57.23
03/26/2019	Amazon	1 cs WypAll & 1 cs paper towels	165.80
03/26/2019	Amazon	1 bx toilet bowl cleaner	39.96
04/11/2019	Sunset Auto Parts	stripe off wheel kit	47.24
Total 770 Operating Materials/Suppli			361.99
775 Emerg. Operating Supplies			
03/18/2019	Pizza Vendor	Feed FF - 4 fires 3/18/19	95.85
03/18/2019	Dollar Tree	relief bag supplies	53.00
03/28/2019	Sunset Auto Parts	RDMETHBX	45.99
03/28/2019	Sunset Auto Parts	dust pan	9.99
03/28/2019	Sunset Auto Parts	hexbit set & O-rings	8.25
03/28/2019	Amazon	3 turnout gear bags	158.79
04/11/2019	Municipal Emergency...	shipping for 13 Smoke Chaser Co...	66.22
Total 775 Emerg. Operating Supplies			438.09

Scappoose Rural Fire District

Itemized Account Activity

March 15 through April 11, 2019

Date	Source Name	Memo	Paid Amou...
780 Building & Grounds Maint.			
03/15/2019	Amazon	18 picture hangers for metal photos	65.94
03/15/2019	Bay Photo Lab	50% of total for 17 photos	803.00
03/22/2019	Bay Photo Lab	Remaining balance for 17 photos	805.20
03/28/2019	Ace Hardware - Scap...	GFI Recpt & wallplates	24.97
03/28/2019	Amazon	1 Starpoint wireless doorbell chime	37.99
03/29/2019	Amazon	2 Starpoint add-on receivers	35.98
03/29/2019	Amazon	wall clock & 2 monitor stands	54.97
04/11/2019	Paramount Pest Cont...	Chapman Station pest control	65.00
Total 780 Building & Grounds Maint.			1,893.05
790 Training			
03/16/2019	Ace Hardware - St. H...	2 socket sets for 4302	69.98
03/18/2019	O.F.D.D.A.	OFCA spring conference-Greisen	290.00
03/18/2019	Amazon	1 textbook	97.69
03/18/2019	Dahlgren's Do It Best ...	18 1x2x8 BTR DF - 128 DF	26.82
03/19/2019	Fred Meyer	food for EMS recert	25.51
03/20/2019	Amazon	2 textbooks	178.62
03/21/2019	O.F.D.D.A.	Wildland Fire Summit(WFCA)-Pric...	125.00
03/28/2019	Booth, Brandon	5 day class*60 mi RT*58 cents/mi	176.90
03/29/2019	Melling, Justin	intern stipend net of taxes	1,517.64
04/05/2019	Oregon Building Offic...	Fire Alarm Plan Review course	345.00
04/08/2019	6th Street Grill(Eugene)	meal for Fire Alarm Plan Review c...	26.90
04/09/2019	Valley River Inn	lodging for Fire Alarm Plan Review...	105.96
04/11/2019	Kriek, Justin	reimb training hotel (searching for ...	109.00
04/11/2019	CES - OR	Paramedic tuition: Stober, Nicholas	1,245.00
04/11/2019	Inroads Credit Union	intern food contrib	60.00
04/11/2019	Construction Exam Cntr	2 Fire Marshal classes (1 wk)	850.00
Total 790 Training			5,250.02
810 Utilities			
03/28/2019	CenturyLink	landlines	439.96
03/28/2019	City of Scappoose	water and sewer bill	291.07
03/28/2019	CRPUD	boathouse electricity	134.42
03/28/2019	CRPUD	main station electricity	966.91
04/11/2019	N.W. Natural Gas	Acct 447881-4	152.10
04/11/2019	P.G.E.	electricity for Holbrook station	117.07
04/11/2019	Waste Management ...	Garbage/Recycling	123.73
04/11/2019	Waste Management ...	Extra pickup-OSHA cleanup	27.27
04/11/2019	Wilcox & Flegel	208.8 gal furnace oil	519.91
04/11/2019	Comcast	Acct#8778 10 202 0162514--cable...	32.25
04/11/2019	W.O.E.C.	Chapman electricity	341.00

Scappoose Rural Fire District

Itemized Account Activity

March 15 through April 11, 2019

Date	Source Name	Memo	Paid Amou...
Total 810 Utilities			3,145.69
870 EMS Operations			
03/18/2019	North American Resc...	cricothyroidotomy kit	59.98
03/18/2019	North American Resc...	8 Simplified Pneumothorax Emerg...	223.84
03/18/2019	North American Resc...	shipping	14.92
03/27/2019	Bound Tree Corp.	medical supplies	36.00
03/28/2019	Bound Tree Corp.	medical supplies	2,530.96
03/28/2019	Bound Tree Corp.	medical supplies	47.37
03/28/2019	Bound Tree Corp.	medical supplies	83.99
03/28/2019	Bound Tree Corp.	medical supplies	157.94
03/28/2019	Bound Tree Corp.	medical supplies	82.90
04/11/2019	Airgas - USA, LLC	medical oxygen	138.75
04/11/2019	Airgas - USA, LLC	rent for 5 cylinders	154.90
04/11/2019	Bound Tree Corp.	curaplex tourniquet (250/bg)	28.29
04/11/2019	EMS Technology Sol...	Op IQ asset & inventory mgmt lice...	150.00
04/11/2019	Environmental Compli...	2 biohazard containers	75.00
04/11/2019	Life-Assist, Inc.	dexamethasone	49.98
04/11/2019	Life-Assist, Inc.	Syringe, LUER LOCK	26.00
04/11/2019	Life-Assist, Inc.	ventilator circuit w/ sleeve	249.30
Total 870 EMS Operations			4,110.12
880 FireMed			
04/11/2019	Life Flight Memberships	2 Life Flight membership fees	130.00
Total 880 FireMed			130.00
Total 1.2 GENERAL FUND MATERIAL & SVC			39,798.35
Total 1...			302,745.89
Total 1..GENERAL FUND EXPENDITURES			302,745.89
TOTAL			302,745.89

Scappoose Rural Fire District
Profit & Loss Budget vs. Actual
July 1, 2018 through April 11, 2019

	Jul 1, '1...	Budget	\$ Over B...	% of Bu...
Income				
1. GENERAL FUND REVENUES				
Begin Available Cash on Hand	1,677,606	1,640,410	37,196	102%
Conflagration	195,499	150,000	45,499	130%
EMS Receipts	568,215	670,000	-101,785	85%
Fire Marshal	81,681	25,000	56,681	327%
FireMed	42,330	39,300	3,030	108%
G.E.M.T. (Medicaid)	0	30,000	-30,000	0%
Grant Awards	9,077	0	9,077	100%
Interest Earned on Investments	41,835	28,500	13,335	147%
Intergovernmental	77,116	100,645	-23,529	77%
Miscellaneous Revenue	19,548	25,000	-5,452	78%
Property Taxes				
Taxes - Current				
Local Option Levy	1,510,188	1,516,604	-6,416	100%
Permanent Rate Levy	1,359,871	1,363,109	-3,238	100%
Total Taxes - Current	2,870,059	2,879,713	-9,654	100%
Taxes - Prior Years	123,905	92,000	31,905	135%
Total Property Taxes	2,993,964	2,971,713	22,251	101%
Total 1. GENERAL FUND REVENUES	5,706,870	5,680,568	26,302	100%
2. GRANT FUND REVENUE				
Grant Award	113,450	0	113,450	100%
Total 2. GRANT FUND REVENUE	113,450	0	113,450	100%
3. PROPERTY FUND REVENUES				
Begin Available Cash On Hand	144,313	144,246	67	100%
Grant Income	13,115	0	13,115	100%
Interest Earned on Investments	2,552	2,500	52	102%
Transfers In	0	189,487	-189,487	0%
Total 3. PROPERTY FUND REVENUES	159,980	336,233	-176,253	48%
4. PERSONNEL SVCS FUND REVEN				
Begin Available Cash On Hand	208,852	209,024	-172	100%
Interest Earned on Investments	3,137	3,510	-373	89%
Total 4. PERSONNEL SVCS FUND REVEN	211,989	212,534	-545	100%
Total Income	6,192,289	6,229,335	-37,046	99%
Expense				
1..GENERAL FUND EXPENDITURES				
1...				
1.1 GENERAL FUND PERSONNEL SVCS				
550 Insurance	423,007	588,420	-165,413	72%
560 Personnel Salaries	1,572,920	2,218,355	-645,435	71%
570 SocSec/Medicare(FICA)	124,603	167,130	-42,527	75%
580 Volunteer Services	17,930	78,000	-60,070	23%
590 Personnel Benefits	365,141	560,757	-195,616	65%
Total 1.1 GENERAL FUND PERSONNEL...	2,503,600	3,612,662	-1,109,062	69%
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services	68,623	113,843	-45,220	60%
680 Communications Maintenance	9,661	20,000	-10,339	48%
720 Public Fire Services	6,250	14,800	-8,550	42%
730 Property & Liability Insur.	51,085	51,985	-900	98%

Scappoose Rural Fire District
Profit & Loss Budget vs. Actual
July 1, 2018 through April 11, 2019

	Jul 1, '1...	Budget	\$ Over B...	% of Bu...
740 Uniforms	13,009	20,000	-6,991	65%
750 Maintenance on Equipment	63,135	143,500	-80,365	44%
760 Administration	34,580	56,120	-21,540	62%
765 Information Technology	68,678	69,900	-1,222	98%
770 Operating Materials/Suppli	2,917	5,000	-2,083	58%
775 Emerg. Operating Supplies	56,212	65,000	-8,788	86%
780 Building & Grounds Maint.	16,843	125,731	-108,888	13%
790 Training	47,394	85,000	-37,606	56%
810 Utilities	23,668	37,600	-13,932	63%
870 EMS Operations	62,879	90,000	-27,121	70%
880 FireMed	17,355	20,000	-2,645	87%
Total 1.2 GENERAL FUND MATERIAL &...	542,288	918,479	-376,191	59%
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment	1,039	109,940	-108,901	1%
Total 1.3 GENERAL FUND CAPITL OUT...	1,039	109,940	-108,901	1%
Total 1...	3,046,926	4,641,081	-1,594,155	66%
1.4 GENERAL FUND TRANSFER OUT				
Transfers to Property Fund	0	189,487	-189,487	0%
Total 1.4 GENERAL FUND TRANSFER OUT	0	189,487	-189,487	0%
1.5 GENERAL FUND CONTINGENCY	0	200,000	-200,000	0%
1.6 GENERAL RESERVED FOR FUTURE	0	650,000	-650,000	0%
Total 1..GENERAL FUND EXPENDITURES	3,046,926	5,680,568	-2,633,642	54%
3. PROPERTY FUND CAPITAL OUTLAY				
Building & Grounds Improvements	0	30,000	-30,000	0%
EMS Apparatus & Equipment	13,115	100,000	-86,885	13%
Fire Apparatus & Equipment	0	196,233	-196,233	0%
Miscellaneous Real Property	0	5,000	-5,000	0%
Reserved for Future Expenses	0	5,000	-5,000	0%
Total 3. PROPERTY FUND CAPITAL OUTLAY	13,115	336,233	-323,118	4%
4. PERSONNEL SVC FUND EXPENSE				
Liability & Service	39,545	207,534	-167,989	19%
Reserved for Future Expenses	0	5,000	-5,000	0%
Total 4. PERSONNEL SVC FUND EXPENSE	39,545	212,534	-172,989	19%
Total Expense	3,099,586	6,229,335	-3,129,749	50%
Net Income	3,092,703	0	3,092,703	100%

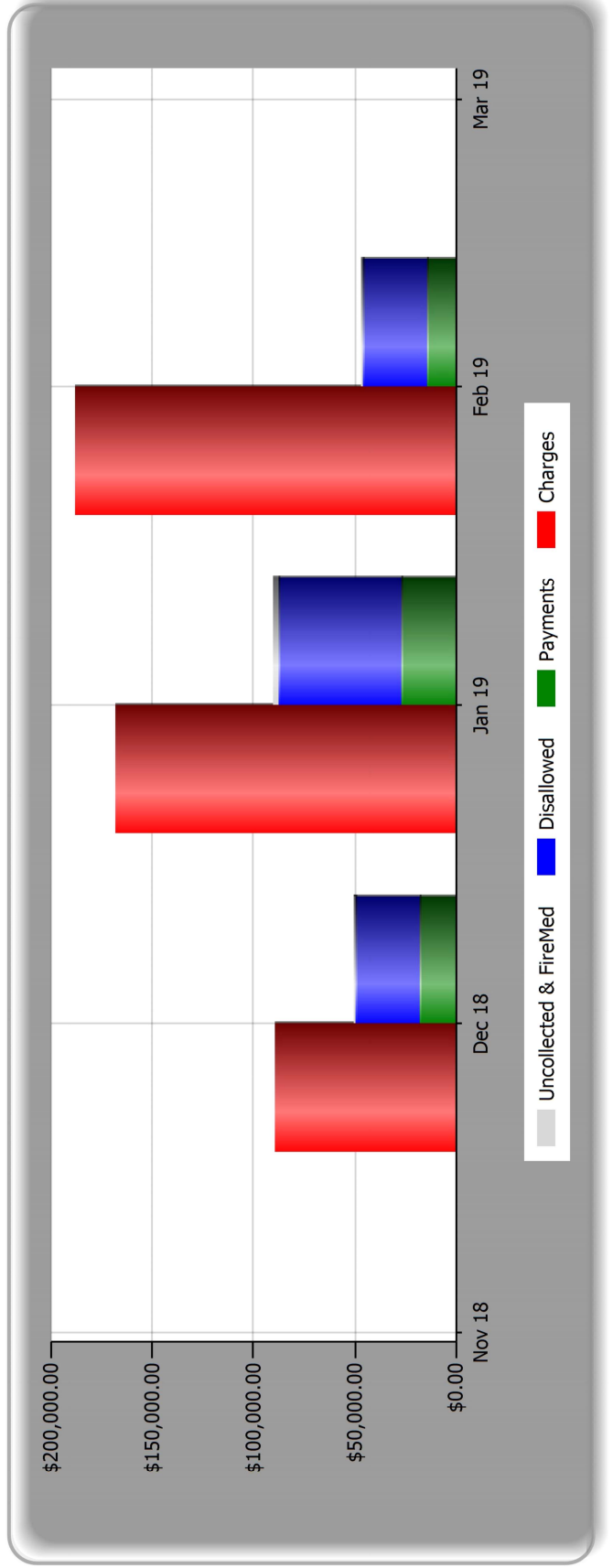
ANNUAL COLLECTION STATISTICS

Company	Scappoose
Date Of Service	3/1/2018
Date Of Service	2/28/2019
Invoices	0
Provider	Scappoose

Month	Tickets	Charges	Payments	%	FireMed	%	Disallowed	%	Uncollected	%	Pending	%
Dec 18	41	89,461.20	-18,413.89	21 %	-275.00	0 %	-32,114.17	36 %	0.00	0 %	38,658.14	43 %
Jan 19	80	168,337.40	-26,836.45	16 %	-2,732.87	2 %	-61,192.09	36 %	0.00	0 %	77,575.99	46 %
Feb 19	88	188,139.20	-14,644.35	8 %	-525.00	0 %	-31,596.81	17 %	0.00	0 %	141,373.04	75 %

209 445,937.80 -59,894.69 -3,532.87 -124,903.07 0.00 257,607.17

All amounts shown relate directly to each month's charges. They will not reconcile to monthly deposit reports



SRFD Safety Committee
Scappoose Fire Station 1800 Hrs
March 13, 2019

SRFD Members in Attendance: Chair Dietz, Chief O'Connor, Stewart, Maruska, Melling, Liebig, DuBois, Oberbarnsheidt

Safety Message

**Practice safe behavior, keep calm and develop muscle memory to
make good effective habits**

Accident Reports: No reports

Exposure: No reports

Safety Action Generator: One will be reviewed next meeting from recent Boat House fire. Confirmation that one is being written

Near Misses: No reports

Station Reports: Chapman Station: Generator has alarm sounding and water is turned off. Chief O'Connor notified during meeting of issues. Repairs will be scheduled

Old Business:

- High water all around Scappoose/Columbia County, be careful when responding, moving water that is swift can easily move a car. A Fire Engine can be moved with only a couple feet of swift moving water broadside. Rescues in water are a special skillset.
- Brought up about mounting an external box for the drip torch requirement on apparatus. Requirement for compliance still being researched and as well as the final solution.
- Need a new person to conduct FIT testing, each shift will have a qualified tester.
- Engine 2 (twin) still at station. Not discussed in meeting if it will stay.
- Security updates on Scappoose Fire Stations. New cameras, keypads for entry. Buzz in door feature for Scappoose station on hold for now. No new reports of back door not latching since new keypad. Boat House does not have new pad, standard cypher lock.
- New safety cones arrived for 3 Apparatus, will be placed on rigs. Proper size, etc.
- Chief O'Connor sent out e-mail about the App for logging exposures. Members can record

their potential exposures on incidents.

- Waiting on SOG approval for Decon Kits (Kits are placed on Apparatus)
- I will coordinate to make sure N95's are adequately supplied for wildland season (follow up from Jan safety meeting)

New Business:

- OSHA report very positive about Scappoose station and SFRD following safety procedures/guidelines. Continue to do what we're doing.
- OSHA noted that Flammable Liquids locker was overfull at Scappoose station. Observed that current locker is not adequate with amount of liquids stored. Maintain a lower volume & be diligent about disposing or using what we have. Keep locker below max capacity & avoid placing items on top of locker
- Continue efforts keeping Bay's and store rooms in Bay clean and orderly
- New regulation size safety cones placed on E431, E432, TW431
- Lt. Anderson notified about request for proper cones on R431 and solution for drip torch mounting
- E mail sent requesting N95 masks for Wildland/Conflag use. Request is for 60 masks. Still waiting on a reply
- Be aware of recent Construction/Hazards at Scappoose Airport, Chief Pricher sent out a video: <https://youtu.be/pPY8a9jjAlo>
- Notified and discussed in meeting that members have been observed taking turnouts home and arriving in them for call(s). Do not do this, leave turnouts at station. If traveling, we have large travel bags specifically for turnouts. Ask Liebig or Dietz to borrow.
- Waiting on final SOG for Decon Kits
- Members observed entering office area in turnouts. Reminder that turnouts only in the Bay's

Good of the Order:

No comments

Meeting adjourned at 1840

Fire Chief Report
March 2019

Attended the first quarterly Traffic Incident Management (TIM) meeting put on by Oregon Highway Division I out of Astoria. The purpose of the meeting is to network and discuss traffic accident issues and to coordinate with the multi-disciplines that respond to and clear traffic incidents as soon as safely possible. The meeting was held at Columbia County public works office with a good showing from ODOT Division I and 2B, County PW and LE, St Helens PW and LE, Scappoose PW, emergency management and others. Columbia County agencies have a good guideline for traffic accidents which has worked well for us and other responders.

We completed the Request for Proposal for the Cooperative Service Study. The intergovernmental agreement has been reviewed with all corrections by legal counsel, worked on prepping for local 1660 negotiations and have been meeting with chief officers on a regular basis.

Meetings & Drills

3/6 Columbia County Traffic Safety	3/6 SRFD Vol Assoc. mtg.
3/7 Chiefs mtg.	3/11 Col Co Fire Defense mtg.
3/11 Civil Service mtg.	3/11 Badge Ceremony probationary FF
3/12 Dyno Nobel mtg.	3/12 CRFR board mtg.
3/14 Chiefs mtg.	3/14 SRFD board mtg.
3/15 Taught 1 st aid class Scappoose PW	3/19 Chiefs mtg
3/19 EMS competencies drill	3/20 Cheryl retirement celebration
3/28 TIM quarterly mtg.	

Duty officer March 15, 16, 23, 24, 29 & 30

March 2019 Training Chief Report Chief Marks

2 nd and 3 rd	Fire Officer Academy
5 th	CRFR Fire Fighter Chiefs Interviews
6 th	Morning Drill and Evening SRFD Vol Meeting
7 th	Chiefs Meeting
9 th and 10 th	Volunteer Recruit Academy
11 th	Probation Graduation
12 th	CRFR Board Meeting
13 th -15 th	OEDI Conference
13 th	Evening Drill
16 th -17 th	Volunteer Recruit Academy
19 th	Chiefs Meeting
19 th	EMS Skill Competencies
20 th	Morning and Evening Drills
22 nd	Station Tours to meet with crews
25-29	Off for Spring Break except for Wednesday for morning and evening drills

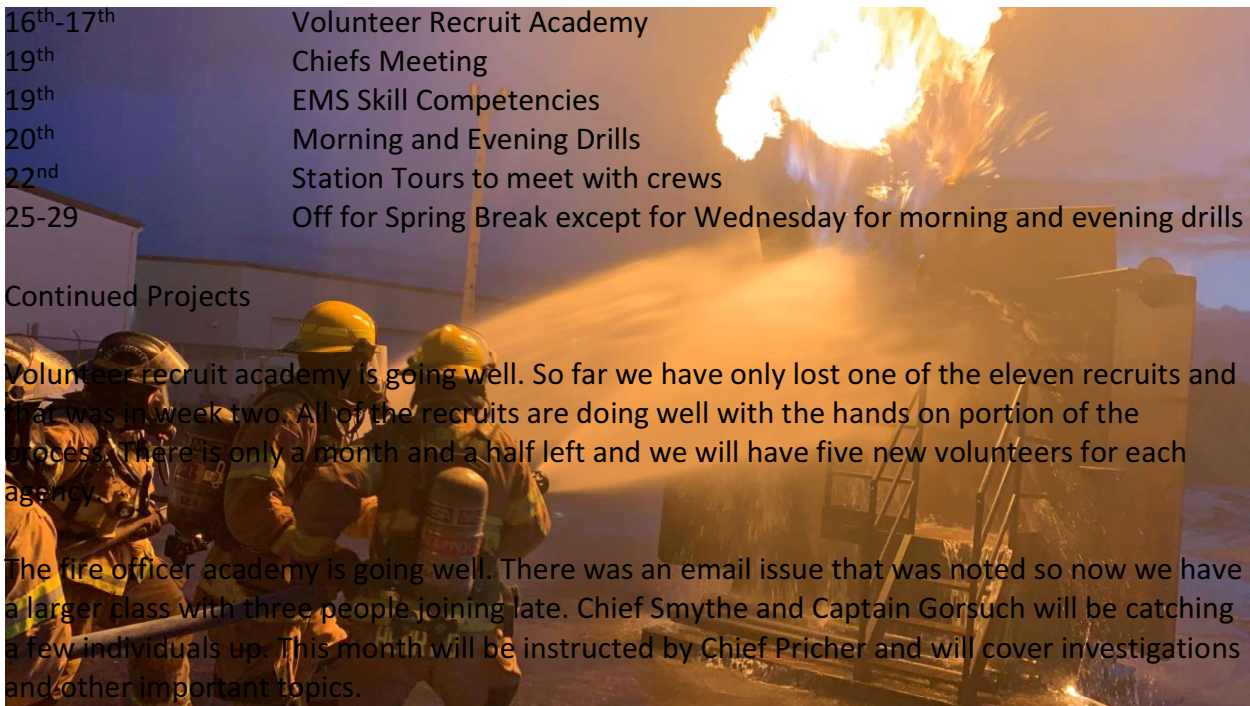
Continued Projects

Volunteer recruit academy is going well. So far we have only lost one of the eleven recruits and that was in week two. All of the recruits are doing well with the hands on portion of the process. There is only a month and a half left and we will have five new volunteers for each agency.

The fire officer academy is going well. There was an email issue that was noted so now we have a larger class with three people joining late. Chief Smythe and Captain Gorsuch will be catching a few individuals up. This month will be instructed by Chief Pricher and will cover investigations and other important topics.

Working on a condensed version of a fire fighter 2 academy. Most of our members have had the instruction in the past. We will be offering hands on days to ensure all of the skills objectives are met to enable us to certify those who attend.

Thank you to the boards and your support for a Class A Burn Prop. I am working with the manufacturer on timelines to ensure that it will be in place prior to the end of June. It was purchased through the same company who designed and built all of the props currently at LBTC.



March 2019 – Chief of Operations
Monthly Report

Well Spring has sprung in the Pacific Northwest. Warmer, sunnier, and dryer weather is forecast in the coming months. Pre-fire season outlook is not great, higher temperatures and dryer conditions through July 2019 are expected, we will have to wait and see if it comes true.

Operations is working on the 2019/20 budget items for both Fire Districts and finishing up the current budgeted items. Chain Saws and Wildland equipment has been purchased and the standardization continuing. CRFR and SRFD apparatus are now operating STIHL 461 Chainsaws with same chain, tools, and equipment. SRFD needs some additional saws for Tower 431 that will be replaced in the 2019/20 budget.

CRFR was awarded a grant for fire hose, Chief O'Connor and I are working on ordering replacement hose, appliances, and related equipment based on the grant. There is an opportunity to purchase some additional items, including wildland hose with an amendment request to the grant committee. We should see the new hose and equipment by late summer or early fall of 2019.

CRFR Fleet Maintenance staff members Jeramy Lehner and Raymond Malone have passed their first Emergency Vehicle Technician I (EVT I) test for Fire apparatus and ambulances. We appreciate their hard work and dedication to completing their requirements in an efficient, orderly manner. The goal for our Fleet Maintenance staff members to have their EVT by December 31, 2019. They have additional tests for ASE and EVT later this summer. Rick Fletcher, senior FM has Master Level EVT already for our shop.

CRFR is in the process to fill the EMS Chief Officer position in the coming months, the application period closes in late April 2019. CRFR is also recruiting for Firefighter/Paramedic positions to be filled by the end of the current fiscal year. We have two retirement, Lieutenant Doug Bradley and Firefighter Scott Haresnape. We wish them the best and will miss their experience and leadership at both organizations.

The month of March saw several major fires in a very short period of time, attached are letters of commendation for our career, volunteer, and fleet maintenance staff that put in efforts above and beyond. We appreciate their hard work and dedication to providing the best service possible to our citizens and visitors of Columbia County.

Meetings:

- Local 3215/Management Meeting
- Fire Board Meeting
- Lexipol Teleconference – Clatskanie, Scappoose, CRFR
- St Helens School District Safety Meeting
- Operations Committee Meeting
- Volunteer Association Meeting
- Admin Leave March 25-29, 2019
- CCOM – CAD Issues
- Senior Staff Meeting
- Fire reports and NFIRS updates
- Columbia County Fire Defense Board Meeting
- Duty Officer
- Image Trend Updates
- Apparatus repairs and equipment inventory changes
- Apparatus Committee Meeting
- 2019 Fire Academy
- OP/IQ Update and potential use for Fire Apparatus/Stations

**Columbia 9-1-1 Communications District
Calls for Service - By Department*
Fiscal Year July 2018 - June 2019**

Agency	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
CFD	86	120	107	114	87	92	101	99	107	0	0	0	913
CPD/CSO	516	510	414	416	322	393	326	305	304	0	0	0	3506
CCPD	102	111	111	101	87	99	103	76	71	0	0	0	861
CCSO	1252	1320	1115	1269	942	1128	1117	948	1260	0	0	0	10351
CRFR	437	439	410	473	414	426	413	407	467	0	0	0	3886
MBFD	32	33	17	15	10	24	12	21	26	0	0	0	190
MWA	55	42	46	43	51	46	45	42	41	0	0	0	411
RPD	848	740	820	795	646	733	754	680	688	0	0	0	6704
SHPD	1272	1328	1290	1375	1129	1219	1178	1099	1348	0	0	0	11238
SFD	282	270	253	247	231	217	218	263	230	0	0	0	2211
SPD	623	569	611	658	579	520	618	547	606	0	0	0	5331
VFD	23	37	21	16	10	24	13	13	19	0	0	0	176
VPD	208	232	175	190	143	179	217	282	425	0	0	0	2051
ODF	58	69	43	46	22	12	17	5	29	0	0	0	301
TOTAL	5794	5820	5433	5758	4673	5112	5132	4787	5621	0	0	0	48130

Traffic Stops - By Department

CPD/CSO	125	162	142	100	180	131	136	88	114	0	0	0	1178
RPD	93	51	72	84	95	65	94	64	92	0	0	0	710
CCPD	85	36	62	56	50	81	84	71	64	0	0	0	589
CCSO	211	159	202	219	211	210	231	175	241	0	0	0	1859
SHPD	233	212	307	309	274	216	165	226	257	0	0	0	2199
SPD	252	123	173	197	193	165	162	169	198	0	0	0	1632
VPD	24	32	15	13	19	29	41	72	65	0	0	0	310
TOTAL	1023	775	973	978	1022	897	913	865	1031	0	0	0	8477

Activity Summary

L. Enf.	4821	4810	4536	4804	3848	4271	4313	3937	4702	0	0	0	40042
Trf. Stops	1023	775	973	978	1022	897	913	865	1031	0	0	0	8477
Fire	398	443	350	391	248	280	261	312	342	0	0	0	3025
EMS	575	567	547	563	577	561	558	538	577	0	0	0	5063
TOTAL	6817	6595	6406	6736	5695	6009	6045	5652	6652	0	0	0	56607

* These statistics reflect the calls for service for each agency received by C9-1-1CD, but do not necessarily mirror the actual number of incidents handled by each individual agency.

Problem	Type	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
AB - ABDOMINAL PAIN	EMS	1	4	4	1	2	3	2	5	2	0	0	0	24
AB1 - ABDOMINAL PAIN C1	EMS	0	0	0	0	1	1	0	0	1	0	0	0	3
AL - ALLERGIC REACTION	EMS	1	3	0	1	1	1	2	4	2	0	0	0	15
AL1 - ALLERGIC REACTION C1	EMS	0	0	0	0	0	0	0	0	1	0	0	0	1
ANB - ANIMAL BITES/ATTACKS	EMS	0	1	0	0	0	0	0	0	0	0	0	0	1
ASLW - ASSAULT WEAPONS	EMS	1	0	0	0	0	0	0	0	0	0	0	0	1
AST - ASSAULT PHYSICAL	EMS	2	1	2	0	2	3	0	0	0	0	0	0	10
BA - BACK PAIN	EMS	0	1	2	2	3	2	1	2	0	0	0	0	13
BA1 - BACK PAIN C1	EMS	0	1	2	2	0	0	2	2	2	0	0	0	11
BHI - BEHAVIORAL HEALTH	EMS	5	1	2	6	1	3	1	4	3	0	0	0	26
BL - BLEEDING PROBLEM	EMS	2	0	3	0	3	2	2	2	4	0	0	0	18
BL1 - BLEEDING PROBLEM C1	EMS	0	0	0	0	0	0	3	1	0	0	0	0	4
BR - BREATHING PROBLEM	EMS	6	10	12	7	12	8	16	27	20	0	0	0	118
BR1 - BREATHING PROBLEM C1	EMS	0	0	0	0	2	2	0	0	2	0	0	0	6
BU - BURNS	EMS	0	0	1	0	0	0	0	0	1	0	0	0	2
CH - CHEST PAIN/HEART	EMS	20	16	20	21	16	21	13	16	7	0	0	0	150
CK - CHOKING	EMS	0	2	0	0	0	2	0	0	1	0	0	0	5
CK1 - CHOKING C1	EMS	0	0	0	0	0	0	0	0	1	0	0	0	1
CPR - CARDIAC ARREST	EMS	3	7	5	3	7	6	9	5	9	0	0	0	54
CVA - STROKE	EMS	8	3	5	5	3	3	1	4	5	0	0	0	37
DI - DIABETIC PROBLEMS	EMS	1	1	3	1	3	1	3	3	3	0	0	0	19
DI1 - DIABETIC C1	EMS	1	0	0	0	0	0	0	0	0	0	0	0	1
DR - DROWNING/DIVING/SCUBA	EMS	0	0	0	0	0	0	1	0	0	0	0	0	1
FA - FALL	EMS	11	15	10	12	12	12	10	12	15	0	0	0	109
FA1 - FALLS C1	EMS	3	7	5	7	5	5	5	6	5	0	0	0	48
HCE - HEAT/COLDS EXPOSURE	EMS	3	0	0	0	2	1	0	0	0	0	0	0	6
HCE1 - HEAT/COLD EXPOSURE C1	EMS	1	0	0	0	0	0	0	0	0	0	0	0	1
HED - HEADACHE	EMS	0	0	0	1	1	2	0	1	0	0	0	0	5
HRI - HIT AND RUN INJ	EMS	0	0	0	0	0	0	1	0	0	0	0	0	1
LA - LIFT ASSIST	EMS	8	7	2	4	11	8	3	6	5	0	0	0	54
OVD - OVERDOSE/POISON	EMS	0	3	2	3	0	3	2	0	0	0	0	0	13
PR - PREG/CHILDBIRTH/MISCAR	EMS	0	0	1	1	0	0	0	0	0	0	0	0	2
SK - SICK PERSON	EMS	29	20	10	13	23	21	17	27	16	0	0	0	176
SK1 - SICK PERSON C1	EMS	6	7	8	9	7	6	7	9	7	0	0	0	66
SZ - SEIZURES	EMS	2	3	5	2	7	3	11	3	2	0	0	0	38
TAI - TRAFFIC ACCIDENT INJURY	EMS	7	7	8	10	8	9	8	3	5	0	0	0	65
TOX - TOXIC EXPOSURE	EMS	0	0	0	0	2	0	0	0	0	0	0	0	2
TR - TRAUMA	EMS	13	4	11	7	7	3	7	1	5	0	0	0	58
TR1 - TRAUMA C1	EMS	1	2	3	2	1	1	1	2	1	0	0	0	14
UN - UNCONSCIOUS/FAINTING	EMS	7	5	5	2	6	4	2	4	5	0	0	0	40
ALFC - COMMERCIAL FIRE ALAR	Fire	12	9	8	14	7	4	5	7	7	0	0	0	73
ALFR - RESIDENTIAL ALARM	Fire	2	3	1	1	1	1	0	2	3	0	0	0	14
ALM - MEDICAL ALARM-1	Fire	3	6	2	4	3	1	3	6	5	0	0	0	33
AMB1 - MEDICAL TRANSPORT CODE	Fire	5	5	7	5	5	3	8	10	10	0	0	0	58
AMB3 - MEDICAL TRANSPORT CODE	Fire	3	3	3	4	2	2	1	2	3	0	0	0	23
BARK - BARK DUST FIRE	Fire	4	3	1	0	0	0	0	0	0	0	0	0	8
BARN - BARN FIRE	Fire	0	0	1	1	0	0	0	0	1	0	0	0	3

BRUSH - BRUSH FIRE	Fire	7	5	8	6	0	1	1	0	2	0	0	0	30
BURN - ILLEGAL BURN	Fire	26	27	16	16	6	1	5	2	4	0	0	0	103
CAR - CAR FIRE	Fire	0	1	1	0	3	1	1	0	1	0	0	0	8
CFIRE - COMMERCIAL FIRE	Fire	4	2	1	2	0	4	1	4	3	0	0	0	21
CHIM - CHIMNEY FIRE	Fire	0	0	0	0	1	1	1	4	2	0	0	0	9
HAZMAT - HAZMAT INCIDENT	Fire	0	2	1	3	3	2	2	1	0	0	0	0	14
INFF - INFORMATION FIRE	Fire	1	3	5	1	4	4	3	1	4	0	0	0	26
MISCELLANEOUS - FIRE	Fire	29	25	17	13	12	13	12	18	10	0	0	0	149
MISCN - MISC NON FIRE	Fire	2	1	0	4	1	5	2	10	2	0	0	0	27
MOVEUP - MOVE UP	Fire	0	0	1	0	0	0	0	0	1	0	0	0	2
MR2** - MARINE RESCUE EMRGNCY	Fire	0	1	0	0	0	0	0	0	0	0	0	0	1
MUA - MUTUAL AID	Fire	2	5	2	2	1	0	0	0	0	0	0	0	12
NGAS - NATURAL GAS LEAK	Fire	2	1	4	0	0	0	0	1	1	0	0	0	9
ODOR - ODOR INVESTIGATION	Fire	0	0	3	7	2	2	4	0	1	0	0	0	19
PA - PUBLIC ASSIST	Fire	7	10	7	4	4	3	6	5	10	0	0	0	56
RFIRE - RESIDENTIAL FIRE	Fire	5	4	5	5	4	4	4	6	3	0	0	0	40
SEND1 - SEND MEDICAL CODE 1	Fire	4	2	4	5	2	3	5	6	2	0	0	0	33
SEND3 - SEND MEDICAL CODE 3	Fire	0	1	1	2	1	3	0	0	1	0	0	0	9
SERV - SERV	Fire	9	3	5	2	4	4	4	6	5	0	0	0	42
SMOKE - SMOKE IN THE AREA	Fire	0	0	0	0	0	0	0	1	6	0	0	0	7
SUA - SUICIDE ATTEMPT	Fire	2	4	9	9	2	5	7	6	1	0	0	0	45
TAF - TRAFFIC ACCIDENT ON FIRE	Fire	1	2	0	0	0	0	0	0	0	0	0	0	3
TAT - TRAFFIC ACCIDENT ENTRAPM	Fire	0	0	0	0	0	1	0	0	0	0	0	0	1
TAU - TRAFFIC ACCIDENT UNK INJ	Fire	8	10	7	15	15	12	13	14	11	0	0	0	105
TAW - TRAFFIC ACCIDENT WATER	Fire	0	0	1	0	0	1	0	1	1	0	0	0	4
TECHR - TECHNICAL RESCUE	Fire	0	0	1	0	0	0	0	0	0	0	0	0	1
TRUCK - TRUCK FIRE	Fire	2	1	0	0	0	0	0	1	0	0	0	0	4
Total EMS	EMS	142	131	131	122	148	136	130	149	130	0	0	0	1219
Total Fire	Fire	140	139	122	125	83	81	88	114	100	0	0	0	992
Total	All	282	270	253	247	231	217	218	263	230	0	0	0	2211

Fire Marshal Report

March 2019

Meetings Attended

Many meetings

Training Attended

Propane Fires and Explosions – Looking Beyond the Leak
Certified Fire Investigator Instructor
Food Cart Basics
Incident Management Team Meeting

Projects

RAXAR
READY Set GO (Both Districts)
sUAS Regional COA
Fire Code Guide Update
Special Operations

Plan Reviews

Church of the Nazarene (Fire and Life Safety)
Matzen Building #1 (Fire # Life Safety)
18th Street Apartments (Sprinkler)
CCMH (Fire Alarm)
4 Square Church (Fire Alarm)
Plymouth Pub (Kitchen Hood)

Fire Investigations

5

General Information

Spent another month on fire. Plan reviews also consumed a considerable amount of time, as did several requested reports. Food Carts have been the topic of the month. In evaluating customer service, a fee proposal has been submitted under new business. Good success with our sUAS program. Our new Pressure Chart Recorder is working very well! Still working on scheduling the schools in Scappoose.



PURCHASE PROPOSAL

Extrication Tools and Air Bag System for Rescue 431

BID:

Fire Rescue Equipment NW (Sole Proprietor) \$45,300

BUDGET IMPACT

Expenditure Required: \$45,300	Budgeted Amount \$109,940 (name of account): Capital Outlay (non-specific budget amount)
Total available in account: \$108,901	Balance in account After expenditure: \$63,601

Discussion: The District's current equipment is outdated, has a dangerous power plant to tool PSI difference, and has multiple manufacturers and dates of purchase. The equipment listed in the attached estimate will eliminate these concerns. Additionally, CRFR purchased their tools from the same manufacturer, so doing likewise will assure interoperability between the two districts. Since we plan to use the same manufacturer as CRFR, this is a sole source proprietor purchase with a single quote.

Note: This purchase was originally intended for the 2019/20 budget year, but a recent safety incident prompts the request for immediate purchase.

Recommended Action: I recommend the Board of Directors approve the expenditure of \$45,300.

By: D/C Smythe

Approved by: Fire Chief Greisen

Date: April 4, 2019

Fire Rescue Equipment NW, LLC
 901 N. Brutscher St. Suite D300
 Newberg, OR. 97132
 503-793-7925
 chris@frenw.com

Date	02/14/19
Estimate No.	1902
Project	

Estimate



Name/Address
Columbia River Fire & Rescue 58555 McNulty Way St. Helens, OR 97051

Item	Description	Quantity	Cost	Total
158.152.178	Holmatro SR 20 two tool pump, 50lbs w/Honda 3HP motor, CORE® Technology	1	8,932.00	8,932.00
158.572.125	Holmatro CORE Hose, 32' Orange	1	985.00	985.00
158.572.128	Holmatro CORE Hose, 32' Blue	1	985.00	985.00
158.012.166	Holmatro 5250 Spreader, 35.9lbs w/28.5" opening & 82,280lbs max spreading force	1	8,357.00	8,357.00
158.012.163	CU 5050i Cutter, 35.7lbs w/7.2" opening & 312,260 lbf max cutting force	1	7,104.00	7,104.00
158.012.107	Holmatro 4007 Mini Cutter, 8.5lbs w/2.19" opening & 49,458 lbs max cutting force	1	4,290.00	4,290.00
158.032.032	Holmatro 5370 LP Telescopic Ram w/Laser, 37lbs (25"closed to 60" open)	1	6,290.00	6,290.00
158.032.030	Holmatro 5340 LP Telescopic Ram w/Laser, 20lbs (13" closed to 24" open)	1	4,850.00	4,850.00
150.182.337	Holmatro 10" Extension for 5340 Ram	1	446.00	446.00
150.182.336	Holmatro 18" Extension for 5340 Ram	1	509.00	509.00
150.003.105	Holmatro HRS22 NCT Ram Support	1	634.00	634.00
999.999.999	Tool Mounting Brackets N/C (\$2,000 value)	1	0.00	0.00
Trade-In	Trade-In Amkus/Hurst Rescue Tools		-2,500.00	-2,500.00
GPO Credit	Credit for NPGGOV GPO (pre-bid, pre-awarded Group Purchase Option through Western Fire Chiefs)		-2,000.00	-2,000.00

New Corded Rescue Tools for Rescue 431

Total	\$38,882.00
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Fire Rescue Equipment NW, LLC
 901 N. Brutscher St. Suite D300
 Newberg, OR. 97132
 503-793-7925
 chris@frenw.com

Date	02/14/19
Estimate No.	1900
Project	

Estimate



Name/Address
Columbia River Fire & Rescue 58555 McNulty Way St. Helens, OR 97051

Item	Description	Quantity	Cost	Total
350.321.028	Holmatro HLB 31 Lift Bag (23.9" x 20.9", 12.6" Max Height, 68,792 lbs Max Lift)	2	1,684.00	3,368.00
350.321.022	Holmatro HLB 6 Lift Bag (11.2" x 9.6", 5.6" Max Height, 12,364 lbs Max Lift)	1	773.00	773.00
159.000.025	HOSE AIR 16' RED SHUT-OFF W/PRV 12 BAR	1	257.00	257.00
159.000.026	HOSE AIR 16' BLUE SHUT-OFF W/PRV 12 BAR	1	257.00	257.00
159.000.024	HOSE AIR 16' YEL SHUT-OFF W/PRV 12 BAR	1	257.00	257.00
358.570.001	16' Air hose, Yellow for 12 Bar System	1	191.00	191.00
350.182.095	Control unit HDC 12	1	1,334.00	1,334.00
358.182.001	HPRV 347 12 BAR AIR REGULATOR	1	439.00	439.00
Trade-In	Trade-In OOS Liftbag System		-800.00	-800.00
999.999.999	Anticipated budget increase for 2020	1	500.00	500.00
GPO Credit	Credit for NPGGOV GPO (pre-bid, pre-awarded Group Purchase Option through Western Fire Chiefs)		-330.00	-330.00

For FY 20/21 Single Liftbag System

Total	\$6,246.00
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PURCHASE PROPOSAL

4x4 Crew Cab and items

BIDS:

St Helens Auto Center	\$34,500.
Slide out bed, canopy, overhead lightbar, siren, VHF radio, lettering and miscellaneous items	\$16,000

Discussion: The District had budgeted to purchase a chief's vehicle. The bids went out last fall along with CRFR but we decided to hold off until the IGA was completed. SRFR is responsible for the fire chief vehicle under the IGA. The specifications are for a 2019 2500 GMC crew cab 4x4 chassis.

BUDGET IMPACT

Expenditure Required:	\$50,500	Budgeted Amount \$50,500
Total available in (name of account):	\$ 106,000	Balance in account After expenditure: \$55,000

Recommended Action: I recommend the Board of Directors approve the expenditure of up to \$5,500. for purchase of pickup and needed equipment for the chief's vehicle.

By: D/C Smythe & Greisen

Approved by: Fire Chief Greisen

Date: April 11, 2019

BO-OR 1/17

ST HELENS AUTO CENTER FORD CDJR
 57895 S COLUMBIA RIVER HWY
 WARREN, OR 97053
 5033975454

DEAL # 17801

MOTOR VEHICLE PURCHASE AGREEMENT
 (INCLUDES TERMS ON BACK OF PAGE)

EXPECTED DELIVERY DATE 04/11/2019 DATE 04/11/2019

BUYER'S NAME COLUMBIA COUNTY SCAPPOOSE RURAL FIRE DISTRI		PHONE RES BUS (503)543-5026	STOCK NO. F53510
STREET ADDRESS 52751 COLUMBIA RIVER HWY		CITY SCAPPOOSE	STATE OR
		ZIP CODE 97056	

Subject to the terms and conditions set forth below and on reverse side, Buyer agrees to purchase from Dealer the vehicle described below (the Vehicle). Delivery is to be made on the expected delivery date shown above or as soon thereafter as possible. HOWEVER, BUYER AGREES THAT NEITHER THE DEALER NOR THE MANUFACTURER WILL BE LIABLE FOR FAILURE TO EFFECT DELIVERY.

NEW OR USED NEW	YEAR 2019	# CYL. 4	MAKE FORD	TYPE 4X4	MODEL	VIN 1FT7W2B63KEE33909
COLOR WHITE		MILEAGE -0-	LICENSE	SALESPERSON DOWELL, DAVID		

ALL DEPOSITS TAKEN ON NEW VEHICLE ORDERS ARE NON-REFUNDABLE EARNEST MONIES

TRADE-IN RECORD			
YEAR	MAKE	TYPE	MODEL
N/A	N/A	N/A	N/A
VIN N/A			

ITEMIZATION OF PURCHASE	
Cash Price of Vehicle	\$ 34184.00

ALL ACCESSORIES AND SERVICE CONTRACTS ARE NON-CHRYSLER/FORD UNLESS OTHERWISE STATED.

WARRANTY INFORMATION
 UNLESS DEALER MAKES A WRITTEN WARRANTY ON ITS OWN BEHALF, OR ENTERS INTO A SERVICE CONTRACT WITHIN 90 DAYS FROM THE DATE OF THIS AGREEMENT, DEALER MAKES NO WARRANTIES, EXPRESS OR IMPLIED, ON THE VEHICLE, AND THERE WILL BE NO IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. THIS PROVISION DOES NOT AFFECT ANY WARRANTIES COVERING THE VEHICLE THAT THE MANUFACTURER OR SUPPLIER MAY PROVIDE.
 LIMITATION OF DAMAGES: DEALER SHALL NOT BE LIABLE TO BUYER FOR LOSS OF USE, LOSS OF TIME, LOSS OF PROFITS, LOSS OF INCOME OR OTHER CONSEQUENTIAL OR INCIDENTAL DAMAGES, OR PUNITIVE DAMAGES. DEALER SHALL NOT BE RESPONSIBLE FOR THE LOSS OF OR DAMAGE TO BUYER'S PERSONAL PROPERTY LEFT IN THE VEHICLE OR IN BUYER'S TRADE-IN.

OREGON PRIVILEGE TAX .5%		170.92
1. Total Price		\$ 34354.92
2. Other Charges		
a. License/Registration Fee	\$	N/A
b. Title Fee	\$	N/A
c. DEQ Certification Fee	\$	N/A
d. Electronic Filing Fee	\$	N/A
e. Title & Registration Processing Fee	\$	N/A
f. Service Contract Fee	\$	N/A
g.	\$	N/A
h.	\$	N/A
Total Other Charges (Add 2a through 2h)	\$	N/A

ALL WARRANTIES, IF ANY, BY A MANUFACTURER OR SUPPLIER OTHER THAN DEALER ARE THEIRS, NOT DEALER'S. ONLY SUCH MANUFACTURER OR OTHER SUPPLIER SHALL BE LIABLE FOR PERFORMANCE UNDER SUCH WARRANTIES, UNLESS DEALER FURNISHES BUYER WITH A SEPARATE WRITTEN WARRANTY OR SERVICE CONTRACT MADE BY DEALER ON ITS OWN BEHALF. DEALER NEITHER ASSUMES NOR AUTHORIZES ANY PERSON TO ASSUME FOR IT ANY LIABILITY IN CONNECTION WITH THE SALE OF ANY PRODUCTS. ALL USED VEHICLES ARE SOLD "AS IS."

3. Downpayment:		
a. Cash Downpayment	\$	
b. One deferred downpayment (pickup pymt) due	\$	
c. Trade In:	\$	N/A
Less Payoff \$	N/A	Net \$ N/A
Total Down (a + b + c)	\$	N/A
4. Unpaid balance of cash sale price (1 + 2 minus 3)	\$	34354.92
To be paid	CASH DEAL	

BINDING ARBITRATION
 Dealer and Buyer agree that any controversy, claim, suit, demand, counterclaim, cross claim, or third party complaint, arising out of, or relating to this Agreement, shall be resolved in binding arbitration as set forth in paragraph 13 on the reverse side of this Agreement. Buyer has read and understands paragraph 13. Both parties waive their right to a jury trial.

OPTIONAL ELECTRONIC FILING FEE
 For a fee of \$ _____, paid by you to the Dealer, this dealership will electronically file your vehicle title application, vehicle registration and other Oregon DMV documentation required to transfer ownership of the vehicle identified in this Buyers Order. The receipt of non-customized Oregon license plates may be expedited if you opt for the dealer to apply electronically. This is an optional service that you can decline.

TRADE-IN ALLOWANCE AND PAYOFF BALANCE
 Buyer agrees to deliver to Dealer the title(s) to the Trade-in and warrants that Buyer holds title to the Trade-in free and clear of all liens and encumbrances except as noted below. Buyer agrees to pay any lost title replacement fees. Subject to the terms set forth on the back of this

ACCEPTS (INITIAL) _____ DECLINES (INITIAL) _____



Commendation for Service

Columbia River Fire & Rescue / Scappoose Fire District



To: Ron Cairns
Scappoose Rural Fire District, President of the Board

From: Eric Smythe
Division Chief of Operations, CRFR/SRFD

Re: Actions on 3/17 and 3/18, 2019

President Cairns,

March 17/18 was A Shifts 48-hour cycle beginning on Sunday and ending Tuesday morning. On Sunday in a span of less than 12 hours the career and volunteer staff ran 20+ call for emergency service, with several critical patients in the mix.

The members of our Career, Volunteer, EMS, and Maintenance Staff performed above and beyond the call to ensure that our citizens were given professional, courteous, and compassionate service. The shift did not end with the sun setting on Sunday, in the early morning hours of Monday morning St Helens responded to a structure fire in the 100 blk of Elm Street. With minimal staffing and several ambulances out on medical calls the duty crews from St Helens, Fairgrounds, and Scappoose responded and extinguished the fire in the early stages of development. Their actions saved the home and a large portion of the occupant's belongings.

Monday began with warm, dry, and breezy conditions. A fire began in Mist/Birkenfeld and our volunteers from SRFD and CRFR responded to assist. While responding to Mist, a large fire began in Goble on Walker Road. Over a dozen vehicles and trailers were burning, threatening a number of homes. Members responded quickly, stopping the forward progress of the fire and saving several structures. Crews from Rainier, St Helens, Columbia City, and Scappoose responded. It took several hours to control and mop up the fire. During that time, we were dispatched to another fire on Pittsburg Road, we diverted crews on scene of the Walker Road fire to assist.

While we had multiple fires burning we continued to receive emergency medical calls for service. For several hours ambulances from both Districts were transporting and returning to pick up another patient, the carousel of transports did not slow till the early evening.

Our crews had just returned to quarters in the late afternoon from the Walker Road fire when we were dispatched to a large barn fire approximately 1 mile from the Walker Road fire. With engines in various stages of restocking and cleaning up from the last fire they immediately responded to this latest threat.

Crews from Rainier, St Helens, Goble, Clatskanie Fire District, and Scappoose responded to a 5000 sq./ft barn burning with spot fires in the fields surrounding it. During this fire one of our Engines (E472) became stuck in mud on the Pittsburg Road Fire. Our Fleet Maintenance crews



Commendation for Service

Columbia River Fire & Rescue / Scappoose Fire District



responded with Super Tow Truck/future Water Tender 476 to pull out the engine. This was accomplished without damage to the engine.

The barn fire was extinguished, and crews mopped up into the early evening. The rest of the shift required both SRFD and CRFR to respond to medical calls throughout the night. It was a very long 48-hour rotation.

Our Volunteer, Career, Maintenance, and EMS staff exceeded my expectations in their actions, determination, and spirit. Smiling faces, positive attitude, and hard work was evident on each scene, there was no "quit" in their minds with each emergency call for service.

The following members gave all they had during a very trying time for both Districts. Commendations, respect, and admiration for our firefighters, EMS crews, and Fleet Maintenance staff for their actions on March 17 and 18, 2019. I am proud of each member, they are the reason our Districts are successful each day. A copy of this letter will be placed in each member file. The Fire Boards for both Districts should be proud of the job and commitment to service that our members provide to our citizens.

Volunteer Firefighters

Steven Raichel
Cameron Chism
Bryan Bernasek
Keith Mathews
Henry Oberbarnshiedt
Ron Maruska
Meg Schoof
Chris Blank
Eric Murray

Joint Maintenance Staff

Jeremy Lehner
Raymond Malone
Rick Fletcher

EMS Only

Amy Quinn
Quatu Curio
Suzi Hulsopple
Martin Dryden
Casey Sallee
Jim Beaman
Ashley Murray

Career Firefighters

Capt. Gerald Cole
Scott Haresnape
Tim Hennigan
Tom Mounq
Aaron Peterson
Ben Uhl
Zach Ahlers
Lt. Scott Nielson
Ken Chaffeur
Erik Dietz
Patrick Kish
Greg Loveall



Commendation for Service

Columbia River Fire & Rescue / Scappoose Fire District



A special thank you to Clatskanie Rural Fire Protection District and Oregon Department of Forestry for their response and assistance with the multiple fire and EMS calls during March 17 and 18, 2019. Agency cooperation is paramount in providing the best service possible for our citizens and visitors to Columbia County. No agency can stand alone, working together we can accomplish any task set before us.

Sincerely,

Eric Smythe
Division Chief of Operations
Columbia River Fire and Rescue/Scappoose Rural Fire District

NOTICE OF SUPPLEMENTAL BUDGET HEARING

- For supplemental budgets proposing a change in any fund's expenditures by **more than 10 percent**.

A public hearing on a proposed supplemental budget for **Scappoose Rural Fire Protection District** for the current fiscal year will be held at the Scappoose Station, 52751 Columbia River Hwy, Scappoose, Oregon.

The hearing will take place on Thursday, April 11, 2019 at 7:00 P.M.

The purpose of the hearing is to discuss the supplemental budget with interested persons.

A copy of the supplemental budget resolution may be inspected or obtained on or after Monday, March 25, 2019 at the Scappoose Station, 52751 Columbia River Hwy, between the hours of 9:00 A.M. and 4:00 P.M.

SUMMARY OF PROPOSED BUDGET CHANGES

AMOUNTS SHOWN ARE REVISED TOTALS IN THOSE FUNDS BEING MODIFIED

FUND: GRANT

Resource	Amount	Expenditure - indicate Org. Unit / Prog. & Activity, and Object Class.	Amount
1 Grant Income	\$112,950	1 Personnel	\$6
2		2 Debt Service to General Fund	\$112,944
Revised Total Fund Resources	\$112,950	Revised Total Fund Requirements	\$112,950

Explanation of change(s):

The Scappoose Rural Fire Protection District was awarded a federal grant which disbursed funds on a reimbursement basis. The grant ended October 31, 2017. The final federal reimbursement was not received prior to June 30, 2018, the end of the fiscal year. To avoid a negative ending cash balance in the Grant Fund, the Board adopted a supplemental budget for 2017-18 which transferred \$112,944 from the General Fund to the Grant Fund. The District received \$112,950 in 2018-19, equal to the total of Debt Service and Personnel expenses.

FUND: GENERAL

Resource	Amount	Expenditure - indicate Org. Unit / Prog. & Activity, and Object Class.	Amount
1 Transfer from Grant Fund	\$112,944	1 Unappropriated Ending Fund Balance	\$762,944
Revised Total Fund Resources	\$5,793,512	Revised Total Fund Requirements	\$5,793,512

Explanation of change(s):

The 2018-19 Transfer from Grant Fund repays the General Fund's 2017-18 loan to the Grant Fund. The funds are not required for the 2018-19 fiscal year, so the Unappropriated Ending Fund Balance is increased by the full amount of the transfer.



SCAPPOOSE FIRE DISTRICT

P.O.Box 625 SCAPPOOSE, OREGON 97056

RESOLUTION 2019-01 TO ADOPT A SUPPLEMENTAL BUDGET FOR 2018-19

Whereas, the Scappoose Rural Fire Protection District (District) was awarded a Staffing for Adequate Fire & Emergency Response (SAFER) grant. This federal grant disburses funds on a reimbursement basis after the District has incurred the expense, and

Whereas, the federal reimbursement of \$112,944 was not received prior to June 30, 2018, and

Whereas, the 2017-18 General Fund loaned the Grant Fund \$112,944 to cover the negative balance at 2017-18 fiscal year-end because negative cash balances are not allowed by Oregon Local Budget Law, and

Whereas, the Grant Fund received \$112,950 Grant Income in 2018-19 and now must adopt appropriations to repay the 2017-18 General Fund loan of \$112,944 and spend the \$6 excess reimbursement. The changes are detailed in the table below.

2018-19 Budget & Revisions	Actuals	Adopted		Budget	Revised
	<u>Expected</u>	<u>Budget</u>	<u>Variance</u>	<u>Increase</u>	<u>Budget</u>
General Fund Revenue					
Transfer from Grant Fund	112,944	0	112,944	112,944	112,944
General Fund Requirement					
Unapprop Ending Fund Balance	762,944	650,000	112,944	112,944	762,944
Grant Fund Revenue					
Grant Income	112,950	0	112,950	112,950	112,950
Grant Fund Requirements					
Personnel	6	0	6	6	6
Debt Service to General Fund	112,944	0	112,944	112,944	112,944
Total Grant Fund Requirements	112,950	-	112,950	112,950	112,950

Therefore, be it resolved that the amounts shown in the Revised Budget column for the stated purposes are hereby appropriated for the 2018-19 fiscal year.

Dated this 11th day of April, 2019.

Ron Cairns, President
Board of Directors

David Grant, Secretary/Treasurer
Board of Directors

Request to update the Resolution for the Fire Prevention Division Specifics

Proposal:

Create and add an Exhibit C for the resolution that would add fees to the Fire Prevention Division.

Driveway Inspection Fee of \$120

Driveway Re-inspection fee of \$60

Plan Review Fee for plan reviews not already covered by an agreement

(Based upon the Building Codes Division Fire and Life Safety Review Fee. These are state controlled and are on a sliding scale based upon the cost of the project.)

The three requested fees are for fire plan review that falls outside the scope of the contracts with other government entities and a fee for costs associated with Driveway and road inspections. The requested fees would impact entities or individuals that are making property improvements only. The resolution would go into effect immediately and would be applied to new applications only, not applications currently being processed.

History:

Columbia River Fire and Rescue and the Scappoose Fire District have been performing driveway inspections for over 25 years. In 1992 the Fire Defense Board worked with the county to establish a standard and ordinance that helped to enforce provisions of the fire code as it pertained to emergency response and the challenges fire apparatus were encountering in the rural area with respect to narrow, long driveways and roads and not being able to maneuver. During the entirety of this program, staff provided the service at no cost. The typical inspection consists of driving to the property for an initial site visit, measuring the road or driveway, determining the slope, measuring for height and clearances and other factors that affect fire apparatus access roads. After the development is complete, we return for a final inspection to make sure all requirements are met and conditions followed. The paperwork review consists of a site plan review, floor plan calculations (total square footage for structure if over 3,600 square feet) and comparing this to data collected in the field. Based upon the field verified information, additional requirements may be necessary based upon access, water supply and percentage of slope of the fire apparatus access road. In the present day, we have 2 chief officers and 2 line staff that are trained to conduct these technical inspections.

Discussion:

In an effort to provide timely customer service, capture the impact to district equipment and valuable staff time for non response related responsibilities, requires another alternative to fulfill our duties with the county and the developers / builders to complete inspections.

In the past our target for inspection completion was two weeks. In the last 8 months we have gone beyond the two weeks over 78% of the time. This is due to the following:

- An increase of inspections and inspections that are continually in rural areas requiring 45 minutes or more of drive time to arrive at the inspection location.
- Using on duty staff was successful in the past when the call volume was lower. The current call volume is not conducive for these types of inspections. Staff is constantly out of position for 911 calls. Another factor is the change from the 24/48 schedule to 48/96.
- Chief officers are task saturated with administrative projects, reports and management duties.
- Reduced staff time due to:
 - 300 square miles coverage area with limited staff
 - Emergency Response
 - Duty Officer Coverage
 - Training
 - Other contractual requirements
 - Other required inspections for commercial buildings
 - Meetings

In addition, re-inspections make up over 68 % of for final sign offs (This is mostly due to not having address signs or other requirements being complete). This re-inspection wastes valuable staff time.

Recommendation:

Based upon our current staffing model and response demands, the most logical step would be to utilize off duty personnel who are trained and capable of performing inspections. By having the groups responsible for the impact pay for the impact, we will be able to utilize the fees to cover the overtime costs until such a point when we can hire a full time inspector. It is not reasonable for the taxpayers to subsidize the cost of growth and new construction services.

Other fees for Driveway Inspections:

Multnomah County Charges \$90 plus a security deposit of \$1,000

Columbia County Charges \$50 for an apron (Edge of the road and the first 20 feet) inspection by the road department.

Washington County \$150 initial review (Application fee) \$300 permit fee and \$500 deposit

RESOLUTION NO. 2019-02

**A RESOLUTION OF THE SCAPPOOSE RURAL FIRE PROTECTION DISTRICT
ESTABLISHING FIRE PREVENTION DIVISION SPECIFICS**

WHEREAS, Scappoose Rural Fire Protection District has an Ordinance establishing the Fire Prevention Division and Oregon Fire Code; and

WHEREAS, Scappoose Rural Fire Protection District needs to set an amount for fines for offenses, violations and hazards (Exhibit A); and

WHEREAS, the Scappoose Rural Fire Protection District has established a Fire Code Application Guideline (Exhibit B) for assistance in the application of the Fire Code in areas where compliance with the Oregon Fire Code is vague or non-specific; and

WHEREAS, Scappoose Rural Fire Protection District needs to set an amount for Fees for Road and Driveway Inspections, Road and Driveway Re-inspections and plan reviews not covered by other contracts with government entities (Exhibit C); and

NOW, THEREFORE, it is resolved that the Fire Prevention Division Specifics attached as exhibits A, B and C are hereby adopted.

ADOPTED by the Board of Directors of the **Scappoose Rural Fire Protection District** on April 11, 2019.

**Ron Carins–Board
President**

Attest:

David Grant – Board Secretary

EXHIBIT "A"

Violations:

Fines of not less than \$10.00 nor more than \$100.00 for each offense. Each day's continued refusal to conform to the Code or remove a fire hazard after notice by the inspecting officer is a separate offense.

Re-inspections:

Fines of not less than \$60 nor more than \$90.00 per hour may be invoiced by the Scappoose Rural Fire Protection District to persons who cause repeated re-inspections due to non-compliance with provisions of the Code. The fee is based on the hourly rate of the employee performing the re-inspection. The Chief may direct the fee be charged following the second non-complying re-inspection.

False alarms:

For violations of Section 401.5 of the Fire Code and or response to 3 or more false alarms at the same location in a 24 hour time period from the first alarm, the courts may order that the responsible person or persons pay for all the costs of responding fire personnel and apparatus as set by the State Fire Marshal's schedule.

EXHIBIT "C"

Driveway and Road Inspection Fee:

A fee of \$120 per driveway or new road will be collected for the initial application review, initial inspection and final inspection.

Re-inspections for Driveways and Roads:

A fee of \$60 will be assessed for any re-inspection that is required in between the initial and final inspection. In addition, if a final is requested and not all items are completed and require another visit, a re-inspection fee will be incurred.

Example: A final is requested, and the inspector finds no address numbers on the building or at the end of the driveway.

Plan Reviews outside of existing contracts with other government entities:

In some instances, the Fire Marshal's office is requested to perform a Fire and Life Safety Inspection that is not covered by another agency. In this instance, the fees associated for such a plan review will be based upon the fees established by the State Building Codes Division for Fire and Life Safety. These fees are based upon the valuation of the project. A project estimate will be required by a design professional for verification of the project.

Example: A new bridge is being built that is part of a fire apparatus access road. Currently, the county building official or road department does not perform these types of reviews for residential properties. A plan review fee based upon the evaluation of the project will be assessed using the State Fee structure for Fire and Life Safety Review.