

Thursday, 7:00 a.m.

February 6, 1992

FIRE REVIEW COMMITTEE
MINUTES

J's Restaurant

Newberg, Oregon

The meeting was called to order at 7:00 a.m. by Chair Rich Nilles

ROLL CALL:

Members Present:

- Rich Nilles
- Rick Green
- Leonard Johnson
- George Alexander
- Fred Casey
- Dennis Lewis
- Mike Kinnamen
- Mike Gunn
- Dave Ryan
- Mike Olberding
- Gene Davis

Staff Present:

- Kathy Tri, Finance Director
- Elmer Christensen, Fire Chief

Chair Rich Nilles reviewed Duane Cole's memorandum to the Committee outlining the Committee's charge.

Fred Casey asked for an opinion from the City Attorney regarding the status of this committee and the requirements of the Open Meetings Law. He questioned if a group of businessmen could get together to make a recommendation to the Council. Kathy Tri indicated that she would get a written opinion from the City Attorney. She also indicated that a group of businessmen could make a recommendation to the Council but it would not be part of this Committee's actions. Any action by this Committee must be held under the Open Meetings Law.

The Committee generally agreed that it had no problem with the City collecting information about businesses within the community. They agreed that it was important for the Fire and Police Departments to have information on each business owner, the type of business, the address, emergency phone numbers and the number of employees. However, most of the Committee agreed that they objected to the self-inspection form. They also expressed a concern that the money collected from the Fire Inspection Fee was not directly benefitting the Fire Department. Committee members expressed a concern about their lack of expertise in completing a self-inspection form. Mike Gunn asked the staff if the City Attorney had issued a legal opinion on the self-inspection form prior to its being sent out. Elmer Christensen responded that no, Terry Mahr did not give a formal opinion. However, he felt that there was

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no more liability to a business in completing the form than if the Fire Department did an inspection, missed something and a fire occurred. The insurance company would still cover the loss. Mike Gunn reiterated that he still felt there was potentiality for the insurance company to deny that claim. Chief Christensen also explained who received the self-inspection form and that it was only about 140 businesses of the 440 who were billed. Dennis Lewis expressed that he felt the form was a good housekeeping measure. It has made businesses aware of potential problems.

MOTION: Gene Davis/Leonard Johnson moved to eliminate the single inspection form and to destroy the information received by the City on the self-inspection form, except for the names, addresses, and emergency phone numbers. Vote on the Motion: Carried unanimously by those present.

The Committee then turned its discussion towards how the City could find additional funds to add an employee to the Fire Department. They expressed an interest in reviewing the City's General Fund budget to see where they might be able to recommend where the City could find additional funds. Fred Casey felt that some of the 1992-93 increase in the City's tax base could cover the necessary funding for an additional firefighter. Dave Ryan asked if the interest from the Economic Development Revolving Loan Fund could pay for an inspector. George Alexander expressed an interest that instead of having a fire inspection fee to have business license. Fred Casey suggested that some of the Committee members get together and put together some ideas to be presented to the Committee at its next meeting.

Mike Olberding asked Chief Christensen about woodstove inspections, home occupations, and inspections in the Rural Fire District. Chief Christensen indicated that the law does not allow the Fire Department to enter private residences unless they are asked. The commercial inspections are required under the Uniform Fire Code. He also indicated that the Fire Inspector does a number of other jobs other than fire inspections; these include firefighting and rescue.

The Committee agreed to reconvene in a couple of weeks.

ADJOURNMENT: The Committee adjourned at 8:10 a.m.

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CITY OF NEWBERG

FIRE FEE REVIEW COMMITTEE

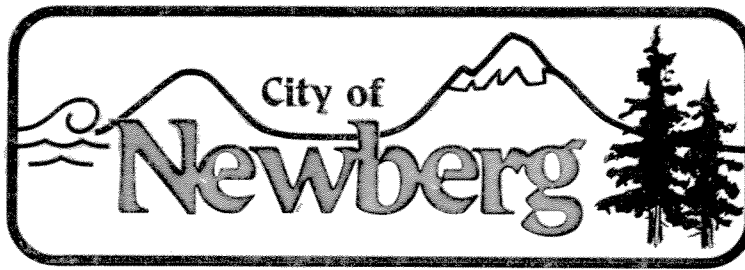
THURSDAY, FEBRUARY 6, 1991

7:00 A.M.

J'S RESTAURANT

- I. CALL MEETING TO ORDER
- II. COMMITTEE MEMBERSHIP
- III. REVIEW CHARGE OF THE COMMITTEE
- IV. DISCUSS TIMETABLE AND HOW THE COMMITTEE WISHES TO PROCEED
- V. OTHER ITEMS FOR DISCUSSION
- VI. ADJOURNMENT

\F-agenda



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414 E. First St.
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MEMO

TO: Fire Fee Review Committee
FROM: Duane R. Cole, City Manager
SUBJECT: Charge of the Committee

DATE: February 3, 1992

The Ordinance/Legislative Committee of the Council requested input regarding the Fire Inspection Fee.

My understanding of the charge of this committee is as follows:

1. The Committee is to review and make sure that it thoroughly understands the way the fee was established, the reasons for the fee, and the method of collection.
2. The Committee is to review the self-inspection form and make suggestions for changing the self-inspection form or altering this part of the fee.
3. The Committee is to review the fee itself to make sure that it is equitable and fair.
4. The Committee is to report back to the Ordinance/Legislative Committee in a time frame to be determined by the Committee.

As a sub-committee of a Council Committee, the City staff will assist the Committee with meeting arrangements, minutes (which are required by State Law), and information. If you have questions or require information, please do not hesitate to request the information from City staff.

Thanks for agreeing to serve on this City Committee and for advising the Ordinance/Legislative Committee on the fire fee.

Duane R. Cole
City Manager

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Home of Old Fashioned Festival

Comments on the Fire Fee Program:

- Paying a fee to the State Fire Marshall
- No mandate to give more funds to the Fire Department
- Add additional funds to Fire Department
- Could get updated list by requesting information of businesses
- Nursing homes are inspected by the state - duplicate inspection fee
- Self inspection list is a liability issue.
Business owners not in a good position by putting name on an inspection.
- Minor revenue source
- Consider the fee in relation to Measure 5. Stay within the \$10.00.
- No form in some cases. Maybe confusing.
- Inspection form - qualified person to inspect may not be available
- Maybe a business license for protection
- Duplication with State Fire Marshall
- Fire, Business, Mechanical Plumbing - UFC adoption is not required by City.
- Concern regarding occupancy with multiple businesses
- One more report to fill out.
- What about prorating those who move out or close?
- Have the P.D. help the F.D. funding out of balance.
- Metro area has multiple licensing.
- Maybe it is not a fire inspection fee but a business license --- call it something else.
- Follow-up could be a concern.
- Maybe the forms are confusing.
- What about the fee structure?
- Everyone should pay the cost for the service.
- Maybe fear out of what may happen if not paid.
- What about the hourly charge?
- What about the non-taxpaying entities and payment of the fees?
- Maybe a cost savings from private inspections

/hdh

(Meeting held on 1/16/92)