

**POLK COUNTY FIRE DISTRICT NO.1**  
**REGULAR BOARD MEETING**  
**September 14, 2017**  
**6:00pm – Central Station**

**BOARD MEMBERS:**

President Tom Snair  
Vice President Mike Lippsmeyer  
Secretary Joe Franko  
Director Dennis King

**ABSENT:**

Director Freeman Stutzman

**STAFF:**

Fire Chief Ben Stange  
DC Mike Mayfield  
Office Administrator Susan Shepard

**ABSENT:**

Office Assistant Mary Carlson  
DC Neal Olson

**MEETING CALLED TO ORDER:** President Snair called the meeting to order at 6:00 pm followed by the Pledge of Allegiance.

**Note:** Minutes will be recorded and kept for 60 months.

**AUDIENCE REQUESTING TO ADDRESS THE BOARD:** Please sign Request List to address the Board.

**CONSENT AGENDA:**

- A) Approval of Disbursements for August 1-31, 2017
- B) Finance report for the month of August 2017
- C) Approve August 10, 2017 Regular Board Meeting Minutes

**President Snair** – Asked how the Board would like to take the Consent Agenda.

**Director Lippsmeyer** – Stated to take the Agenda as a whole.

**Director King** – Second.

**President Snair** – All in favor, none opposed, motion carried

**UNFINISHED BUSINESS:**

Nothing at this time.

**NEW BUSINESS:**

- A) **Standard of Cover** – **Chief Stange** stated that this a document about what we do, how we do it, apparatus, staffing, response times, etc. It's very important to have. He has met with the Chief Officers and is meeting with the Captains and the Volunteers next week, then the Board. Chief Stange would like to set up a Board Workshop sometime before the November board meeting to get the Board's input and answer any questions The workshop will take approximately two hours.

**Vice President Lippsmeyer** asked if this is one of the things that came out of the Priority Planning meeting.

**Chief Stange** answered yes it was.

**Director Franko** – Suggested the workshop be held the same night as the October board meeting since everyone would already be here that night. (October 12<sup>th</sup>)

**President Snair** - Suggested starting the board meeting earlier at 5pm

**Discussion:** All were in agreement so the October 12<sup>th</sup> Regular Board Meeting will begin at 5pm and the Workshop will begin immediately after. Susan stated Subway will be provided.

- B) Resolution 2017-06 Declaring Certain Capital Property Surplus – Chief Stange** explained that this is just additional items for surplus. State surplus will come out and take pictures of the items, post and advertise on their site. We may put some of the items on craigslist.

**President Snair** read Resolution out loud - asked for a motion.

**Director Lippsmeyer** – Motion to approve Resolution 2017-06 Surplus Items

**Director Franko** – Second.

**President Snair** – All in favor, none opposed, motion carried.

**President Snair** asked that in the selling of the F350 Pickup should the buyer pay to have the Polk County Fire logo taken off.

**Discussion** and the board came to a consensus that this is just the cost of doing business and the District needs to cover these costs. It removes our liability so the vehicle doesn't look like a Fire District vehicle when it's sold.

#### **CHIEF'S REPORT - Chief Stange:**

- A) Eclipse Recap:** There were no major incidents this weekend - good practice – able to put an emergency plan together. Ended up getting an ambulance provided at no charge from the state from Bay City (Coos Bay) which also helped out SW Polk and Dallas. In working close with our neighbors there were matching 'glow in the dark' Eclipse t-shirts provided. We had activities here for the responders who stayed at Station 90. Chief Stange reported that we had 869 hours' worth of staffed apparatus. There wasn't a large call volume but a great experience.
- B) Notable Incidents:** Nothing big but the number of calls for the month was high. 200 calls is a high month and last month there were 266 calls. Sent crews to Salem to help out our neighbors on a fire at Illahe and another one in South Salem.
- C) Rechassis:** The ambulance is up at Braun Northwest to get re-chassised. However, it broke down on Chief Mayfield on the way and had to be towed to Braun. Braun had originally offered us \$500 for it but thinking we could get \$3-5,000 out of it we declined. After the breakdown occurred and discovering all the repairs and costs it needs to get in selling shape we would be about breaking even. Braun said the \$500 offer is still available and Chief Stange stated that if he had the board's approval he would like to go ahead and take the \$500.

**Discussion** on the repairs, why it broke down, etc. Board agreed to accept the \$500 offer.

**Chief Stange** reported that we also had another ambulance break down during a transport so it is in Salem getting repaired. This was an issue with the electrical switch which wasn't throwing a code so hard to diagnose, but think they have it figured out now. In the meantime we are borrowing an ambulance from Dallas and hoping to get ours back next week.

**Chief Stange** reported that the re-chassis will take 90 days however, the time doesn't start until Braun has the new chassis at their facility. They are working on removing ours and expecting the new chassis around Oct. 13<sup>th</sup> – then the 90 days will start. Should be done around the end of the year. Chief Stange stated that Chief Mayfield puts in a lot of time following up with mechanics and keeping track of repairs and he's very good at it.

- C) Conflagrations-Chetco Bar & Eagle Creek:** **Chief Stange** reported that we sent crews to two conflagrations: a crew to the Chetco Bar Fire near Brookings from August 20<sup>th</sup> through 28<sup>th</sup> – 8 days. We sent an engine, 3 staff and 1 volunteer. And then again on

Sept. 4<sup>th</sup> through the 12<sup>th</sup> – again 8 days. This time we sent an engine, 2 staff and 3volunteers.

**Chief Stange** reviewed how the payments are done. The District pays staff as they regularly would and volunteers have a pre-determined rate set by the State. The District gets reimbursed from the State for the time and also the staff to backfill the positions. So the cost to the District is a wash. But the vehicles we sent, engine and duty rig, we will get to bill and will profit from that. Chief Stange reported that we will know in a couple months how much that will be.

- D) **OFDDA Conference: Chief Stange** wanted to remind the Board of this conference, informational brochure is in front of Board Books. This is always a very informative conference, focused toward Chief's and Boards, and covers lots of areas with valuable info. Attendance applies to our credit for our insurance premium discounts. If you are interested in attending let President Snair know and then Chief Stange will check with him.

**President Snair** encouraged the members to think about it. He has gone before and will come away with useful info.

#### **TOPICS FOLLOWING THE PREPARATION OF THE AGENDA:**

**Chief Stange** stated he has two items:

- a) Chief Olson is on a Leave of Absence through October 9<sup>th</sup>, 2017 then the leave will be re-evaluated. During this time Chief Stange announced he will be taking over all of Chief Olson's duties.
- b) Based from having a very good solid relationship the District has developed with Elkay (formally Medallion) they have donated a very large grill to the District. This is appreciated very much and now our people won't have to bring theirs from home when we have large events. Just to give you an idea of its size – it is able to cook 400 hamburgers in a half-hour. We will definitely be sending our appreciation to them.

#### **PUBLIC COMMENTS:**

None at this time.

#### **BOARD MEMBER COMMENTS:**

**Director Franko** – From what he has heard regarding the Eagle Creek Fire he is extremely proud to be associated with this District. The job they did he can actually brag about. So proud. Thank you.

**Director King** – Nothing at this time.

**Vice President Lippsmeyer** – Nothing at this time

**President Snair** – Glad to see the shift crew here.

President Snair adjourned the Board Meeting at 6:34pm to go into Executive Session in accordance to ORS 192.660(2)(i) To review and evaluate the performance of the Fire Chief. They will not be reconvening.

Minutes by Susan Shepard