

POLK COUNTY FIRE DISTRICT NO.1
REGULAR BOARD MEETING
February 13, 2019
6:00pm – Central Station

Vice President Mike Lippsmeyer
Secretary Joe Franko
Director Freeman Stutzman
ABSENT:
President Tom Snair
Director Jeff Hamilton

Fire Chief Ben Stange
DC Neal Olson
DC Mike Mayfield
Office Administrator Susan Shepard
Office Assistant Mary Carlson

MEETING CALLED TO ORDER:

Vice President Lippsmeyer 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.

OPEN FOR PUBLIC COMMENT ON AGENDA ITEMS:

None at this time.

CONSENT AGENDA:

- 1) Board Agenda
- 2) Approve January 10, 2019 Regular Board Meeting Minutes.
- 3) Financials:
 - 3a. Approval of Disbursements for January 1-31, 2019.
 - 3b. Finance report for the month of January 2019.

Vice President Lippsmeyer – Asked about the transfer of the \$75,000 to the Equipment Reserve Fund, noticed that hadn't been done yet.

Chief Stange – Stated that there will be additional money from the conflagration included and he would have a resolution to present next month.

Vice President Lippsmeyer – Asked how the Board would like to take the Agenda.

Secretary Franko – Motion to take the Consent Agenda as a whole.

Director Stutzman – Second.

Vice President Lippsmeyer – All in favor, none opposed, motion carried.

UNFINISHED BUSINESS:

- a) **Strategic Plan Update** – **Chief Stange** presented an update showing the six primary goals in the plan along with objectives listed under each of them. He asked the Board to review the update and if they saw anything that needs changing to let him know.

NEW BUSINESS

- a) **Annual Review** – **Chief Stange** presented a power point of '2018 Year in Review'. The review addressed three primary topics:

1. Statistics regarding call responses in 2018. This included call volume, type, and location.

2. How the Fire District performed when held to its Standard of Cover. The benchmarks presented were: turnout times, EMS response times, and structure fire response times.
3. Fire statistics for the Fire District when compared to the State of Oregon. The comparisons were of: total structure fires, property loss, civilian injuries, and civilian deaths.

b) **Appointment of Budget Officer**

Chief Stange – stated that the Board needs to appoint a Budget Office for this year, which is usually the Fire Chief

Secretary Franko – Motioned that Polk County Fire District No.1 appoint Chief Stange as the District's Budget Officer for the Fiscal Year 2019-20.

Director Stutzman – Second.

Vice President Lippsmeyer – All in favor, none opposed, motion carried.

c) **Cooperative Fire Protection Agreement**

Chief Stange explained this Agreement would commit Polk County Fire District No.1 to provide fire protection to approximately 1,000 acres of Oregon Parks and Recreation Department Lands that are within the boundaries of Polk County Fire District No.1. He added the State would pay \$3.80 per acre per year (totaling \$4,199.11 for this year). Chief Stange stated that whether or not this Agreement is in place the District would still be dispatched on 911 calls that happen on these lands.

Chief Stange recommends the Board to sign the Agreement.

Secretary Franko – Motioned that Polk County Fire District No.1 sign the Cooperative Fire Protection Agreement with West Oregon Forest Protection District.

Director Stutzman – Second.

Vice President Lippsmeyer – All in favor, none opposed, motion carried.

d) **Supplemental Environment Project** –

Chief Stange explained during a Burn-to-Learn exercise, in March 2018, the District was fined \$14,400 due to flooring containing an amount of asbestos that was not mitigated prior to the burn. He added the District appealed the decision and the penalty was reduced to \$10,400. Chief Stange stated 80% of the penalty (\$8,320) is allowed to be used to fund an approved local environmental project. Chief Stange has worked with the Luckiamute Watershed Council to identify a project. He added The Watershed has worked with local landowners since 2011 to address invasive weeds and restore areas around the sub-watersheds that feed the Luckiamute. The DEQ has approved this project, and the project is to be completed within one year.

Chief Stange - Asked the Board to approve paying \$8,320 for this Supplemental Environmental Project to Luckiamute Watershed Council.

Secretary Franko – Motioned that Polk County Fire District No.1 pay the amount of \$8,320 to the Luckiamute Watershed Council for the purpose of a Supplemental Environmental Project.

Director Stutzman – Second.

Vice President Lippsmeyer – All in favor, none opposed, motion carried.

e) **Rechassis of Medic Unit** –

Chief Stange reviewed with the Board the procedure for the rechassis of our medic unit #M462. He presented a bid from Braun NW Inc. which is a member of HGAC purchasing. Less than two years ago when the District invited bids for a rechassis, Braun NW Inc. sent a quote for the rechassis. At that time the bid was comparable with two of the other bids and less than a fourth bid. Chief Stange stated the bid has increased by approximately \$8,000

since 2017 when we rechassis the first medic unit. Most of the cost is due to the increased market cost of the Ford chassis. Chief Stange stated the bid is for \$151,586 but indicated there is always additional costs. He added that we are requesting \$160,000 for this unit. Chief Stange stated we would pay 10% down this Fiscal Year with the remaining 90% paid in Fiscal Year 2019-20. Chief Stange stated this apparatus rechassis is scheduled on our Equipment Replacement Plan.

Chief Stange recommends the contract with Braun NW for the rechassis of medic unit #M462.

Director Stutzman – Motioned that Polk County Fire District No.1 contract with Braun NW and spend up to \$160,000 from the Equipment Replacement Fund on the rechassis of the medic unit.

Secretary Franko – Second.

Vice President Lippsmeyer – All in favor, none opposed, motion carried.

CHIEF'S REPORT:

- a) **SW Polk-Dallas Merger Update** – Chief Stange stated he and Chief Mayfield attended the last meeting and it was not smooth. Chief Stange was put on an email list regarding upcoming meetings so he and someone else can attend just to listen. He added no future dates have been scheduled.
- b) **Fire Inspector Hiring Update** – Chief Stange stated he has interviewed four applicants and will be interviewing two more applicants on Friday. He added he is still on track for the April hiring date.
- c) **SDAO Conference Report** – Chief Stange stated it was a good conference and attended several classes. He attended a class on Cyber Security which was very good and will be presenting the information to the staff.
- d) **Local Budget Law Class (Department of Revenue)** – Chief Stange stated he and Susan would be attending this class tomorrow.
- e) **Allen Lindskog's 38 Years of Service Reception** – Chief Stange stated the reception for Al went good and the turnout was incredible.
- f) **Shift Vacancies/New Hires** – Chief Stange stated a new Firefighter/Paramedic would be starting on Monday, Mike McIntosh. Firefighter/Paramedic Travis Smith's last day is February 24th. We also have another Firefighter/Paramedic starting in March.
- g) **Notable Incidents** – Chief Stange stated we had 227 calls.
- h) **Banquet** – Chief Stange stated the Banquet is on March 2nd at Green Villa. He added happy hour at 5:30, awards at 6:00 and dinner to follow.

TOPICS FOLLOWING THE PREPARATION OF THE AGENDA:

Nothing at this time.

PUBLIC COMMENTS:

None at this time.

BOARD MEMBER COMMENTS:

Secretary Franko – Stated how great the reception was honoring Al Lindskog's for his years of service. He added that Al's commitment as a volunteer reflected in the all the people that showed up to honor him.

Director Stutzman – Nothing at this time.

Vice President Lippsmeyer – Nothing at this time.

Vice President Lippsmeyer adjourned the meeting at 6:42pm.

Minutes by Mary Carlson