

POLK COUNTY FIRE DISTRICT NO.1
Board of Directors
May 9th, 2023
6:00pm – Central Station
Location: 1800 Monmouth St., Independence, Or 97351

Also Virtually at:

<https://us02web.zoom.us/j/88501558202?pwd=NWdWOWx6SWdYbHQ0MUZ5TVJidTj4QT09>

Meeting ID: 885 0155 8202 - Passcode: 707682

President Mike Lippsmeyer
Vice President Jeff Hamilton
Secretary Cord Von Derahe
Director Curtis Cole
Director Dan Miller

Chief Ben Stange
DC Neal Olson
DC Frank Ehrmantraut
DC Troy Crafton
Office Administrator Stephanie Hale
Office Assistant Tirzah Romero-Reddick

CALL MEETING TO ORDER, PLEDGE OF ALLEGIANCE: Anyone wishing to address the Board please sign the sheet on the back table with your name and topic that you would like to discuss. If you are online, please use the raise hand feature when it comes time for public comment. Comments are limited to three minutes but the Board welcomes additional information in writing. Typically, a speaker's comments are taken under advisement to allow time for the Board to review an issue; however, the Board may ask a speaker for additional information or may convey to the speaker some information that addresses their comment.

Meeting minutes will be recorded and kept for 60 months.

Open for public comment on any of the agenda items.

CONSENT AGENDA:

- 1) Board Agenda
- 2) Approve April 13th, 2023 Regular Board Meeting Minutes
- 3) Financials:
 - 3a. Approval of Disbursements for April 1-30, 2023
 - 3b. Finance report for the month of April 2023

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

Director Miller – Stated to take the Agenda as a whole.

Secretary Von Derahe – Second.

President Lippsmeyer – All in favor, none opposed, carried – Agenda approved.

UNFINISHED BUSINESS: Nothing at this time.

NEW BUSINESS:

- a.) **OSFM Community Wildfire Risk Reduction Grant** – **Chief Stange stated** thanks to the hard work of our Fire Marshal Division Chief Crafton. The project Polk County Fire District No. 1 submitted is intended to aid in the primary goal of the grant: creating local solutions to reduce wildfire risk and increase fire prevention efforts in the community. Specifically, the District will engage in educational outreach including address signs and placement, and wildland/urban interface (WUI) preplanning. The District will receive \$22,385.00 for this project.
- b.) **OSFM Fire Adapted Home Pilot Project** – **Chief Stange stated** in Polk County Fire District No.1 is one of 35 agencies to participate in the Fire Agency Outreach Investment pilot project. In May, the District received \$10,000 from the Office of the State Fire Marshal for fire agency outreach.

We have an intergovernmental agreement (IGA) with OSFM to use these funds for supplies and materials to support prevention and/or education activities and events.

- c.) Resolution 2023-02 – A Resolution to Transfer Money from the General Fund to the Equipment Reserve Fund – Chief Stange** stated this is our usual resolution. Chief Stange read the resolution. Whereas; the 2022-23 Polk County Budget Committee had approved the transfer of \$75,000 from the District’s General Fund to the Reserve Fund for the 2022-23 Budget Year. And whereas; There have been no unforeseen circumstances throughout the fiscal year that would cause reason to not transfer funds. Now, therefore be it resolved; By the Polk County Fire District No. 1 Board of Directors that \$75,000 from the General Fund be transferred to the Equipment Reserve Fund for the 2022-23 Budget Year.”

Secretary Von Derahe – motioned to pass the Resolution 2023-02

Director Cole – Second

All in favor, none opposed, carried – Resolution 2023-02 Approved

- d.) Resolution 2023-03 – A Resolution to Transfer Money from the General Fund to the Bond Debt Service Fund – Chief Stange stated** This resolution requires a bit more of an explanation. This Bond Debt Service Fund often times gets overlooked. Every year we find out ahead of time how much our principle is going to be and we know what our interest payment twice a year would be as well. What cannot be predicted is the tax revenue. A 6% delinquency rate is assumed for those whom don’t pay their taxes. The county assessor does not decide how much to bill in taxes. We carry the balance from year to year and try to keep it in a very tight range. We anticipate the beginning fund and move from there. Unfortunately, due to human error, we do not currently have enough in the Bond Fund to pay our principle which is due in a couple months.

Director Cole – asked for some clarification on the county collecting taxes and the levy.

Chief Stange – answered The County collects the taxes and sends our portion over. The Levy being an Operating Levy is based on specific levy amount per \$1,000 where a general obligation bond is based on the repayment that you are making.

Director Miller – Motioned to pass Resolution 2023-03.

Secretary Von Derahe – Second

All in favor, none opposed – Resolution 2023-03 Approved. (See Resolution 2023-03 Attachment).

- e.) Resolution 2032-04 – A Resolution to Transfer Money from the General Fund to the Grant Fund – Chief Stange stated** Whereas; Polk County Fire District No.1 is one of 35 agencies to participate in the Fire Agency Outreach Investment (Fire Adapt Home) Pilot Project, and whereas; the District received \$10,000 from the Office of the State Fire Marshal for fire agency outreach, and whereas; the District has an IGA with OSFM to use these funds for supplies and materials to support prevention and/or education activities and events, now, therefore be it resolved; by the Polk County Fire District No.1 Board of Directors that \$10,000 from General Fund be transferred to the Grant Fund for the 2022-23 Budget Year to be used for the OSFM-Fire Adapted Home Grant.

Director Miller – motioned to approve Resolution 2023-04

Director Cole - Second

All in favor, none oppose – Resolution 2023-04 Approved.

CHIEFS REPORT:

- a) 2023 ODF/VFA Grant – Chief Stange stated** every year I look at the ODF/OVA grant that is put on by the Oregon Department of Forestry. They have always had this to help local fire departments with their response. It has always had an asterisk that indicates you don’t qualify if you serve of a community of over 10,000 people. Monmouth and Independence are over 10,000. I happened to open the link recently and they raised it to 20,000. We don’t have a municipality over 20,000, making us eligible. Thankfully, Engineer Champ was willing to work on

this project. A grant for about \$11,000 for next generation fire shelters has been submitted. It is a 50/50 matching grant, so there is hope that there will be more fire shelter on the apparatus.

- b) **2023 OSFM Wildfire Staffing Grant - Chief Stange stated** the Board may recall a grant that was received last year for \$35,000. PCFD hired an additional person for 12 hours a day every day, from June 26th, to October 25th. The grant is open again this year. It is targeted for those who collect tax revenue under \$2 million dollars. Since PCFD collects more than that in tax revenue, the second tier is where PCFD has been placed. It is funded at the same level that it was funded at last year. PCFD will know by end of month if it was received. The hope is to be successful since it was so helpful last year.
- c) **Spring Fire School – Chief Stange stated** Capt. Shellito and Lt. Chinnock attended 16 hours of Fire Fighter Survival and RIT Class at 2023 Spring Fire School. It is very encourageable that some members go out and get incredible training and are able to share their learnings with others.
OFCA Conference – Chief Stange stated he attended the OFCA Conference a couple weeks ago. Many updates throughout the state. Ample time to speak to various chiefs, who are experiencing similar items, and things that might be seen down the road, and items that have already been experienced. It was a very interesting and good conference in Central Oregon.
- d) **Interim Fire Chief for City of Dallas – Chief Stange stated** April Wallace is the current Interim Fire Chief for the City of Dallas. She has been with the City for a number of years. Used to be in the police department. The Interim Deputy Chief is now the permanent Deputy Chief, Josh Robinson.
- e) **Notable Incidents – Chief Stange stated** on April 15th at 1am Friday night- Saturday morning there was an RV Fire on Stearman Street. There were exposures on three sides of it. Twelve of our personnel were on scene, and the fire was controlled. That Air Park area is difficult area for PCFD to reach. M91 and E91 were both staffed at the time. Their response times were 9:37 and 9:55. Even with being in-house and fully staffed reaching that area is difficult. April 16th there was a fully involved car fire on Highway 99W at 10:30pm with the occupants walking away. It didn't have a license plate and ended up being stolen. On April 28th, there was a homeowner trying to burn weeds close enough to the arborvitae to catch those on fire. The homeowners did extinguish the fire but PCFD stayed to help with clean up. On the same day a mail truck caught fire in front of the Central School District Offices. Unfortunately, that caused a bit of panic with the County because it was filled with ballots. April 29th there was a motorcycle versus a car crash on River Rd. The motorist survived, and was transported with no life threatening injuries. In the evening of the 29th of April we had a mutual aid with Fall City Fire. They were very effective and very helpful. Their chief was very thankful. Unfortunately, a PCFD firefighter was injured on that fire due to electrical transfer. They were transported and discharged. Chief Olson is working on incident reports and training due to this incident. It was known that there was a wire down but what happened beyond that and how they were injured is being looked into. On the 3rd of May there was a three vehicle crash on Clow Corner and Riddle Rd. There was gravel truck who's trailer rolled onto a Mercedes. There was a passenger who was under the trailer. There were 3 refusals and 2 transports from that crash. Since there were no life threatening injuries, it made for a good training.
- f) **Member of the Month – Chief Stange stated** Garrett Hardwick is the Member of the Month. Hard working, graduated early, has crawled under the recue to help find air leaks, always helping, and answering calls.

TOPICS FOLLOWING THE PREPARATION OF THE AGENDA:

Chief Stange – stated there were a couple of recruit classes. Last week, Engineer Champ and Firefighter Hoem taught Heavy Extrication to 12 of our recruits. A-Shift lead a Driver Class and had about 7 participants from our volunteers who came in and did cone courses and had class time. Chief Ehrmantraut has been working on another grant. It is through the Healthcare Preparedness Program Grant – for funding, teaching for regional classes for 20 EMRs. In the future, the hope is to roll that into the recruit academy. Chief Ehrmantraut’s hard work is greatly appreciated.

PUBLIC COMMENTS:

Brenden Shellito and Matthew Connery came forward and presented a printed email to the Board members from L5359 – they expressed their concerns on the miscommunication of volunteers being told where/how they can volunteer during the levy (Measure 27-141) by the Union.

The Board Members heard them, thanked them for the information, and took it under advisement. It was decided an Executive Session would be necessary.

BOARD MEMBER COMMENTS:

Vice President Hamilton – All these little grants really help. No matter how big or how small, we need you all to keep doing that, and we appreciate that.

Director Miller – A lot of Native Tribe casinos are giving out grants. Good work!

Secretary Von Derahe – Good job guys trying to find different ways to find different money and get out and reach out to the community. It is all good work.

Director Cole – Went to a meeting at the Methodist church discussing putting a homeless camp on their spare piece of property. This will definitely increase the call volume.

EXECUTIVE SESSION: According to ORS 192.6602F and ORS 192.6602H if necessitated by business.

President Lippsmeyer stated the need for an executive session. Will not be returning with a decision.

ADJOURNMENT:

President Lippsmeyer adjourned the meeting at 6:39 pm

Minutes by Tirzah Romero-Reddick