

POLK COUNTY FIRE DISTRICT NO.1
REGULAR BOARD MEETING
October 12, 2017
5:00pm – Central Station

BOARD MEMBERS:

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

STAFF:

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

ABSENT:

DC Neal Olson

MEETING CALLED TO ORDER

President Snair called the meeting to order at 5:05 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

- A) Approval of Disbursements for September 1-30, 2017
- B) Finance report for the month of September 2017
- C) Approve September 14, 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

- A) **Standard of Cover** – Workshop will immediately follow Board Meeting.

NEW BUSINESS

- A) **Station 90 Security System Approval** – **Chief Stange** stated he received a quote for door locks and security cameras for \$21,903.90. He added with this amount of money we typically get multiple bids, but in this case, the Security System is an update and expansion of the existing system that we are using not a new purchase. Chief Stange explained all the upgrades that would take place; camera locations, door access, monitoring, etc.

Director King – Asked the Chief if he considered another bid, just to be sure we are getting the best deal possible.

Chief Stange – Stated he is comfortable with who has given us the bid. This company already works with our IT department on security systems and is familiar with the procedure and our existing equipment that is being upgraded.

President Snair – Asked the Chief if there is any warranty with the locks and cameras.

Chief Stange – Answered that there is a 90-day warranty.

Vice President Mike Lippsmeyer – Asked if the cameras are wireless or hard-wired.

Chief Stange – Stated they are hard wired.

Director Freeman – Asked how one monitors the security system.

Chief Stange – Stated that there is a capability of monitoring the system by TV and/or your cell phone. This project is budgeted under Capital Outlay for \$25,000. Chief Stange added that he was just notifying the Board for purchasing of a budgeted item over \$20,000, which does not need a motion, but wanted to let the Board know he was proceeding and see if there were any questions or concerns.

CHIEF'S REPORT

A) Notable Incidents

- a) **Double fatal MVA on September 22, 2017** - **Chief Stange** stated we had a defusing a Station 90. He added it has been a rough summer.
- b) **Rechassis** – **Chief Stange** stated he received word that the new chassis for the ambulance arrived today. He added the ambulance should be completed in 60-90 days.
Chief Mayfield – Stated he has a projected date of December 13th, 2017.
- c) **OFDDA Conference** – **Chief Stange** reminded the Board he will be at the OFDDA Conference Wednesday October 25th thru Saturday October 29th. He added several large groups would be discussing the latest trends. Chief Stange stated he would be attending a class on Charleston 9 talking about how to build and improve organizations in times of crisis, motivation and inspiration, missions for personal and professional growth and stress first aid.
- d) **OFSOA Conference** – **Chief Stange** stated Susan would be attending this conference next week. Chief added this organization is a very important line of communication and a great group that Susan is the Past President of. Chief Stange stated he would be trying to get over for a class or two because they arranged some good speakers including Professionalism in the Workplace, Fraud and Embezzlement, Public Contracting, Cyber Security, Record Keeping, Payroll, and many other classes.
- e) **Recruits and Graduation** – **Chief Stange** stated last Wednesday Adam Chinnok and Jose Chavez graduated from the recruit class. Chief added we currently have 3 in academy and 1 former resident from Astoria.
- f) **Member of the Month** – **Chief Stange** stated at the monthly PIFFA meeting a Member of the Month is announced and this month is was Nic Heller from Station 70. He added that Nic Heller is a new Basic EMT and keeps some medical supplies stocked at Station 70 and is doing a great job.
- g) **Monmouth Bell** – **Chief Stange** stated Lt. Hardwick is donating his time to fix the aging and decaying bell frame for the Monmouth Bell, which is out front of Station 90.

TOPICS FOLLOWING THE PREPARTION OF THE AGENDA

- A) Chief Olson has been away on Medical leave: **Chief Stange** stated Chief Olson would be returning next Monday and it has been a good experience to fill in for Chief Olson. He thanked everyone that helped him out during this time. Chief Stange acknowledged a few who helped:
 - a) A Wednesday night drill with former employee Ted Penge and Lt. Nisbet.
 - b) A Saturday Recruit Academy with Lt. Shellito, JJ Oliveros, and FF's Greenhill and Dalrymple.
 - c) A Wednesday night drill taught by Captain Paoli while Chief Stange taught a recruit academy.
 - d) A Monday night EMS drill taught by FF Westerman.
 - e) A Tuesday night recruit class taught by Lt. Burke.

- f) A Wednesday night drill taught by Captain Paoli and Captain Rusher while FF Ovchinnikov taught a recruit class and FF's Greenhill and Edinger did performance evaluations for our recruits.
 - g) A Saturday drill taught by Lt. Shellito.
 - h) A Tuesday night recruit class taught by FF's Dalrymple and Cox and Captain Weston.
 - i) FF Edgar, at Station 90, and Captain Weston, at Station 70, taught last night's drill.
 - j) Chief Stange added that all shifts have pitched in for the daytime drills on both EMS and fire.
- B) **Chief Stange** stated he received help with the public education visits. He added in the past 3 weeks three preschool classes and four kindergarten classes have visited the station, and we also visited kids at the Independence Library with an engine tour. They have reached out to approximately 180 kids in the past 3 weeks. Chief Stange thanked all that helped with fire safety presentations.

PUBLIC COMMENTS

None at this time.

President Snair – Stated he had a question on the check detail. He asked about check #24968 on the Check Detail for a power load conversion for cot and asked for an explanation.

Chief Stange – Answered that this item reflects the conversion of one of the old cots to fit with the upgraded powerload systems being installed.

President Snair – Asked if it was only the kingpins that were fixed on M462?

Chief Mayfield – Stated the ambulance had brake work, kingpins and alignment work also done.

President Snair – Asked about the mirror replacement in the fitness room.

Chief Stange – Stated this mirror cracked several years ago, and with the expansion of the fitness room, it needed to be fixed for safety reasons. The equipment that caused the damage has been relocated.

BOARD MEMBER COMMENTS

Secretary Franko – Appreciates everyone who stepped up and helped this last month.

Director King – Agreed with Secretary Franko and thanked everyone.

Vice President Lippsmeyer – Nothing at this time.

Director Stutzman – Nothing at this time.

President Snair – Thanked everyone.

ADJOURNMENT

President Snair adjourned the meeting at 5:29

Minutes by Mary Carlson