

POLK COUNTY FIRE DISTRICT NO.1
Board of Directors
March 11, 2021
6:00pm – Central Station

LOCATION: Meeting will be streamed at the Central Fire Station, 1800 Monmouth St., Independence, OR 97351 where public comment will be allowed. Directors will be remote.

***Join Meeting via Zoom:**

<http://us02web.zoom.us/j/58435388089?pwd=ZSSkvZnVUREczS2JIUG1JdEFuMStMdz09>

Meeting ID: 864 3538 8089 - Passcode: 028710

President Mike Lippsmeyer (Sta.90)	Fire Chief Ben Stange (Sta.90)
Vice President Jeff Hamilton (Sta.90)	DC Mike Mayfield (remote)
Secretary Cord Von Derahe (Sta.90)	DC Neal Olson (remote)
Director Curtis Cole (Sta.90)	Office Administrator Susan Shepard (Sta.90)
Director Freeman Stutzman (Sta.90)	Office Assistant Mary Carlson (Sta.90)

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. 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 February 11, 2021 Regular Board Meeting Minutes
- 3) Financials:
 - 3a. Approval of Disbursements for February 1-28, 2021
 - 3b. Finance report for the month of February 2021

President Lippsmeyer – Asked if there were any questions.

Chief Stange – Stated on page 7 of the Check Detail Report there is a payment for \$3,750 for repair on the drill tower. Chief explained to the Board what was done in repairing the roof.

President Lippsmeyer - Asked about how often the Bond Debt Service interest payment is made.

Susan Shepard – Stated it is paid twice a year.

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

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

Vice President Hamilton – Second.

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

UNFINISHED BUSINESS:

- a) **COVID-19 Update:**
RESPONSE

- There have been no changes to our COVID-19 response protocol in the past month.
- Since the last Board meeting we have only transported five known or suspected COVID patients.
- Since the last Board meeting, we have not had any employees out due to COVID exposure.

DRILLS AND MEETINGS

- Large classroom drills and meetings are taking place in the bays socially distanced with members allowed to call in.
- Hands on drills are taking place in person with masks used during times when participants are not actively drilling.
- We will continue to offer video conference access for classroom drills and meetings until the mask mandate is lifted.

SUPPLIES

- The District feels comfortable with our current inventory of PPE.
- We have been working to restock our surplus inventory of PPE.

FINANCIAL IMPACTS

- SDAO lobbyists are currently working to ensure that the State of Oregon allocates additional money to Special Districts as a result of the COVID relief bill. We continue to track expenses to submit in the event additional resources are available.

COMMUNITY OUTREACH

We did our first live school presentation for a local preschool late in February. The event was at their site. Everyone stayed 6' apart, wore masks, and all of our personnel had been vaccinated. The following week we were notified that one of the children tested positive for COVID-19.

NEW BUSINESS

- a) **Civil Service Committee Appointees - Chief Stange** stated that the District has a three member Civil Service Commission whose chief responsibilities include the oversight of job descriptions of classified employees and ensuring equal opportunity for qualified persons to gain employment. Members serve four-year terms and are appointed by the Board of Directors. Chief added we have fallen behind on re-appointments but our two members are willing and interested in continuing to serve. Chief Stange identified members needing re-appointment:

Position 1:

Matt Goetz

- Previous term ended 12/8/2019
- New term would end 12/8/2023

Position 3:

Mike Ross

- Previous term ended 12/8/2020
- New term would end 12/8/2024

Position 2 is held by Bob McMillian and his term does expire until 12/8/2022.

President Lippsmeyer – Ask the Board what they want to do.

Vice President Hamilton – Motion to appoint Matt Goetz to fill Position 1 on the Civil Service Commission from 12/8/2019 to 12/8/2023 and Mike Ross to fill Position 3 on the Civil Service Commission from 12/8/2020 to 12/8/2024.

Director Cole - Second

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

- b) **Independence Bridge New Weight Limits - Chief Stange** stated on February 23, 2021 Marion County was notified by the Oregon Department of Transportation (ODOT) that they were recommending new load restrictions to the Willamette River Bridge on Riverside Rd. #53 (the Independence Bridge). Chief Stange stated that Marion County owns the bridge and is in charge of maintenance of the bridge, but Polk County cost shares with Marion County on the maintenance. Chief added that the new restrictions limit most vehicles to a maximum of 25 tons which restricts our ladder truck (29 tons) and our water tenders (28-30 tons). Chief Stange stated we were working with engineers from Marion County in order to arrange a waiver from ODOT for responding to calls on the other side of the Willamette River. Chief Stange stated he heard from Marion County just before the meeting and was told we are exempt from the weight limit restriction.
- c) **Hiring of new Office Administrator** – **Chief Stange** stated that we received several applications and six of the applicants qualified to move on to the assessment center. He added

after the assessment center the top three applicants from the process have been certified by the Civil Service Commission and forwarded to the Fire Chief for consideration. Chief Stange stated they made an offer to one of the applicants and are in the process of the back ground check. He added we are hoping for a start date by approximately April 1, 2021.

CHIEF'S REPORT

- a) **2020 Awards Ceremony – Chief Stange** stated the ceremony was held in the bays on March 7, 2021. Families were given a zoom link so they could watch. A creative idea that went well was; the families of the award recipients were contacted and they each made a short congrats video which was played on the screen when the award was given to that person. Chief Stange reviewed the list of award winners:

Years of Service

5 years – Dee Steele, Michele Hoem, Kyle Hansen, Matt Connery, Kimber Townsend

10 years – Caleb Taylor, Jim Burke, Stuart Edgar, Ted Gibson

15 years – Catherine O'Neil

20 years – Captain Chad Paoli and Fire Chief Ben Stange

Resident Volunteer of the Year – Firefighter/EMT Mitch Gaylord

Rookie of the Year – Firefighter David Silver

Support Member of the Year – Marie Hardwick

Chiefs Award – Dr. Rebecca Lucas

IAFF Local 4196 Award – Firefighter Brian Burchfield

Instructor of the Year – Lieutenant Stephen Hoem

Employee of the Year – Susan Shepard

Officer of the Year – Lieutenant Brenden Shellito

Medic of the Year – EMT Jennifer Frost

Firefighter of the Year – Engineer Stuart Edgar

Several were recognized for number of calls responded to at their station.

- b) **Ice Storm – Chief Stange** stated the District received approximately 58 calls in 28 hours which began with a wire down. He added there were 17 people running around from call to call, closing roads due to down wires, trees, and branches. Chief Stange stated the crews experienced a disastrous situation and learned a lot. He added the ice storm was a good experience and the firefighters resolved new ways to be prepared.
- c) **Notable incidents – Chief Stange** stated besides the ice storm incidents, we were called to a chimney fire on Tarter Road, a fatal stabbing, and a house fire in Rickreall. On Feb. 20th at 10am we received a call for an 18,000 sq. ft. agriculture building that was on fire and the crews were able to contain the fire to just the one building. We also had a car fire call come in where the car was parked close to an apartment building. This afternoon we had a head-on motor vehicle crash that resulted in a car fire and three transports. Chief Stange added that we have also had several CPR calls.

TOPICS FOLLOWING THE PREPARATION OF THE AGENDA – Nothing at this time.

PUBLIC COMMENTS – Nothing at this time.

BOARD MEMBER COMMENTS

Vice President Hamilton – Stated he filed for his position on the Board.

President Lippsmeyer – Thanked everyone for all the work they do.

EXECUTIVE SESSION - Nothing at this time.

ADJOURNMENT - President Lippsmeyer adjourned the Board Meeting at 6:36 pm.
Minutes by Mary Carlson