

POLK COUNTY FIRE DISTRICT NO.1
Board of Directors
April 8, 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 (Station 90)
Vice President Jeff Hamilton (Station 90)
Secretary Cord Von Derahe (Station 90)
Director Curtis Cole (Station 90)

ABSENT:

Director Freeman Stutzman

Fire Chief Ben Stange (at Station 90)
DC Mike Mayfield (remote)
DC Neal Olson (remote)
Office Administrator Susan Shepard (Station 90)
Office Administrator Stephanie Hale (Station 90)
Office Assistant Mary Carlson (Station 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 March 11, 2021 Regular Board Meeting Minutes
- 3) Financials:
 - 3a. Approval of Disbursements for March 1-31, 2021
 - 3b. Finance report for the month of March 2021

President Lippsmeyer – Asked if there were any questions. .

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 four 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.
- Staff is attending in person meetings with outside organizations.

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

- P1FFA is currently planning for doing some type of pancake breakfast that will likely include an in-person option.

NEW BUSINESS

- a) **Appoint Budget Officer – Chief Stange** stated the State of Oregon requires that public employers appoint a ‘Budget Officer’ each year. He added that the duties of the Budget Officer are within the job description of the Fire Chief. Chief Stange recommends the appointment of the Fire Chief to act as the Budget Officer for the Fiscal Year 2021-2022.

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

Secretary Von Derahe - I move to appoint Fire Chief Ben Stange to act as the Budget Officer for the Fiscal Year 2021-2022.

Vice President Hamilton – Second.

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

- b) **Appointment of Budget Committee Members - Chief Stange** stated that the State Law requires that we have a five-member Budget Committee. Each position is appointed by the Board to serve a three-year term. Chief Stange stated that this year there are three positions on the Committee that have expired; Positions 3, 5 and Position 4 which has been held by Tom Henke and he has moved out of our taxing district. Chief Stange stated we put an ad in the paper as well as a link on our website inviting interested parties to apply. Position 5 was held by Greg Showell, and Mr. Showell has responded that he would like to continue his position on the budget committee. He added he received 2 applications – one for each position of 3 and 4 from Mike Hasson and Timothy Pope.

Secretary Von Derahe – Stated he knows both Mike Hasson and Timothy Pope personally and feels they are good choices for the vacancies.

President Lippsmeyer – Asked if there were any other comments. He asked the Board for a motion.

Secretary Von Derahe - Motioned to appoint Mike Hasson to Position 3, Timothy Pope to Position 4 and re-appoint Greg Showell to position 5, as members of Polk County Fire District No.1 Budget Committee.

Director Cole – Second.

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

CHIEF’S REPORT

- a) **Update on decisions by the City of Dallas that may impact Polk** – **Chief Stange** stated there was a Public Safety Meeting regarding EMS services for the City of Dallas and the City is exploring these options, exploring a private/public partnership, evaluating additional public safety fees to fund operations, and exploring a merger into a fire district. Chief Stange is maintaining communication with Chief Brumfield (Dallas) as these conversations evolve.

- b) Welcome Office Administrator Stephanie Hale – Chief Stange** introduced Stephanie to the Board. He added that she came to us from Salem Fire and we are happy to have her here with us. **She will be training with Susan over the next couple months.**
- c) Notable incidents – Chief Stange** stated that last month we were called to seven CPR calls, and on April 2nd we were called to a bank in Monmouth regarding a strong smell of gasoline. Chief Stange added that it was discovered the source of the odor was a broken pipe at the 76 Station. Chief Olson has been attending morning briefings regarding the cleanup process. Chief Stange stated that our concerns are the vapors in buildings, soil and air quality around the gas station.
- d) Member of the month – Chief Stange** stated that David Silver, daytime responder that lives on Hoffman Road, was the member of the month.

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

PUBLIC COMMENTS – Nothing at this time.

BOARD MEMBER COMMENTS - All welcomed Stephanie.

EXECUTIVE SESSION: According to ORS 192.660(2)(d) – to conduct deliberations with persons designated to carry on labor negotiations; and ORS 192.660(2)(a) and ORS 192.660(7) – to consider employment of an officer, employee, staff member, or agent.

ADJOURNMENT

President Lippsmeyer adjourned the regular Board Meeting at 6:20 pm and entered Executive Session. The Board did not come back with any decision.

Minutes by Mary Carlson