

POLK COUNTY FIRE DISTRICT NO.1
REGULAR BOARD MEETING
July 11, 2018
6:00pm – Central Station

BOARD MEMBERS:

Vice President Mike Lippsmeyer
Director Jeff Hamilton
Director Cord VonDerahe
Director Curtis Cole – Late arrival

ABSENT:

Freeman Stutzman

STAFF:

Fire Chief Ben Stange
Office Administrator Susan Shepard

ABSENT:

DC Mike Mayfield – on a call
DC Neal Olson – on a call
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.

SWEARING ON OF NEW BOARD MEMBERS:

Chief Stange – Swearing-in of new Board Members Cord VonDerahe and Curtis Cole. (Curtis’ was done later in the meeting when he arrived)

ELECTION OF BOARD OFFICERS:

Vice President Lippsmeyer - Stated the Board needs to elect new officers for the positions of: President, Vice President and Secretary.

President:

Director Hamilton nominated Mike Lippsmeyer for President.

Director VonDerahe – Second.

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

*President is Mike Lippsmeyer.

Vice President:

Vice President Lippsmeyer - Nominated Jeff Hamilton for Vice President.

Director VonDerahe – Second.

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

*Vice President is Jeff Hamilton.

Secretary - Treasurer:

Director Hamilton - Nominated Cord VonDerahe for Secretary.

Vice President Lippsmeyer – Second.

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

* Cord VonDerahe is Secretary-Treasurer.

AUDIENCE REQUESTING TO ADDRESS THE BOARD: Please sign Request List to address the Board, located on table in back.

OPEN FOR PUBLIC COMMENT ON ANY OF THE AGENDA ITEMS: No comments at this time.

CONSENT AGENDA:

- 1) Board Agenda
- 2) Approve June 13, 2019 Budget Hearing Meeting Minutes.
- 3) Approve June 13, 2019 Regular Board Meeting Minutes.
- 4) Approve June 2019 Financials:
 - 3a. Approval of Disbursements for June 1-30, 2019.
 - 3b. Finance report for the month of June 2019.

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

Vice President Hamilton – Stated to take it as a whole.

Secretary VonDerahe – Second.

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

UNFINISHED BUSINESS: None at this time.

NEW BUSINESS:

Chief Stange – Revisited SDAO Best Practice

- A) **Selection of Regular Board Meeting Dates, Time, Place, and Meeting Posting Locations** – **Chief Stange** reviewed current schedule and the Board agreed to keep the schedule the same: Board Meetings will be held on the 2nd Thursday of the month at 6:00 pm at Station 90. Announcements will be posted at Station 90, Monmouth City Hall, and Independence City Hall.
- B) **Insurance Agent of Record** – **Chief Stange** stated that Special District (SDIS) is our Insurance Agent of Record.
- C) **Attorney of Record** – **Chief Stange** stated we have been with Speer Hoyt, Local Government Law Group.
- D) **Designation of Legal Publications Newspaper** – **Chief Stange** stated the District uses the Itemizer Observer.

CHIEF'S REPORT:

- A) **4th of July Review** – **Chief Stange** stated we served approximately 970 which did not include the Boy Scouts and children 2 and under. He added that P1FFA President Hoem ran the breakfast well. He also complimented the cooks, along with FF Carlos Calbrese and FF Brian Burchfield for all their help setting up and returning after the parade to clean-up. Chief Stange stated the Medics were staffed during the parade, fireworks and 1st Aid booth at the park. He added, a first for the District, we had two bikes with EMT's that patrolled the parade and responded to a couple calls, one in which they got to the patient 12 minutes before the ambulance could. The bikes turned out to be a great avenue for medics for events with a large group of people.
- B) **Graduation of Recruit Academy** – **Chief Stange** stated we had a graduation ceremony for the recruits and their families, which approx. 100 people attended. Graduating were: two from Pedee Station 70, two from Buena Vista Station 40, three Residents and the remainder are Central Station 90.
- C) **Promotional Exam** – **Chief Stange** stated that even though the District is not required to have a Captains List he would like to have an active one. So on September 13th there will be a Promotional Exam/Testing/Assessment Center. Anyone who passes is eligible to fill in for AIC (acting in capacity) when needed and it's good experience for succession planning. There will be several officer development classes in the coming months to help candidates succeed.
- D) **Notable Incidents** – **Chief Stange** stated there have been two cooking accidents this month with young people home for the summer trying to make food. They used fire extinguishers and baking soda and everyone was ok. We had a person shot in both legs and an airplane crash on landing when its landing gear collapsed.

E) **Member of the Month – Chief Stange** stated that Brenden Shellito was chosen as member of the month. He responds to many calls, one being a fire at Evergreen (it was filling up with smoke) and we had to evacuate everyone. Brenden did not get back to station until 4am and he gets up at 5am for work and doesn't have a job that allows for rest. He is very dedicated.

TOPICS FOLLOWING THE PREPARATION OF THE AGENDA:

Chief Stange – Asked how receiving the Board Book information electronically worked.

President Lippsmeyer – Stated he likes the idea but still do both for now.

Vice President Hamilton - Stated it worked well – no book.

Secretary VonDerahe – Stated it worked well – no book.

President Lippsmeyer – Stated he would like both.

Chief Stange – Stated he will check with the others and next month we will do both.

Chief Stange – Stated he wrote an email to the staff, which he read out loud for the Board. The email was explaining to the staff that he feels bad for not having been more consistent swearing in new employees of the organization. He would like to plan on a swearing in ceremony at the August or September board meeting for the employees who have been hired in the last year and a half.

BOARD MEMBER COMMENTS:

Secretary VonDerahe – Nothing at this time.

Vice President Hamilton – Stated he heard the District had a class regarding crashes and wondered if the Board could get a heads-up when those kind of classes happen or when we have graduation ceremonies. The Board Members could show up showing support. Chief Stange answered yes, for sure.

President Lippsmeyer – Nothing at this time.

EXECUTIVE SESSION: President Lippsmeyer adjourned the Regular Board Meeting at 6:35pm to go into Executive Session According to ORS 192.660 (2) (d) – To conduct deliberations with persons designated by the governing body to carry on labor negotiations; and ORS 192.660 – To consider information or records that are exempt from disclosure by law, including written advice from your attorney. ORS 192.660 (2) (f) and added they would not be returning with any decisions.

Regular meeting adjourned at 6:35pm.

Minutes by Susan Shepard/Mary Carlson