

POLK COUNTY FIRE DISTRICT NO.1
Board of Directors
August 13, 2020
6:00pm – Central Station

LOCATION: The meeting will be streamed at the Central Fire Station, 1800 Monmouth Street, Independence, OR 97351, where public comment will be allowed with social distancing observed. Some of the Directors will be remote.

President Mike Lippsmeyer (at Sta.90)
Director Freeman Stutzman (at Sta.90)
Director Curtis Cole (at Sta.90)

ABSENT:

Vice President Jeff Hamilton
Secretary Cord Von Derahe

Fire Chief Ben Stange (at Sta.90)
DC Neal Olson
Office Admin. Susan Shepard (at Sta.90)
Office Assistant Mary Carlson

ABSENT:

DC Mike Mayfield

President Lippsmeyer called the meeting to order at 6:02 pm, followed by the Pledge of Allegiance.

President Lippsmeyer stated anyone wishing to address the Board to please sign the sheet on the back table with your name and topic that you would like to discuss. President Lippsmeyer added the 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 July 9, 2020 Regular Board Meeting Minutes
- 3) Financials:
 - 3a. Approval of Disbursements for July 1-31, 2020
 - 3b. Finance report for the month of July 2020

President Lippsmeyer – Asked if there were any questions. None at this time.

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

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

Director Stutzman – Second.

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

UNFINISHED BUSINESS:

- a) **COVID-19 Update** – Chief Stange reviewed some areas affected by the COVID-19 virus:

- **RESPONSE** – No change in response. Chief Stange stated that several volunteers and student residents enrolled in EMT and Paramedic classes have struggled to find places to practice their skills and fulfill their internship requirements. The District is allowing our volunteers and student residents to ride on our medics to fulfill their requirements.
- **DRILLS AND MEETINGS** – Continue to drill in small groups and business meetings are done virtually.

- **SUPPLIES** – The District is comfortable with our current inventory of PPE. The District has built a sprayer for disinfecting using a model developed by Clackamas Fire, which chief demonstrated. Chief Stange added as part of the Healthcare Preparedness Program, next week we will be receiving a misting machine to disinfect ambulances. The District has received funding through the Assistance to Firefighters Grant-Supplemental. Information on this in New Business.
- **FINANCIAL IMPACTS** – The District has received a total of \$58,423.70 through the Coronavirus Relief Fund. The third round of funding has opened up this week with expanded guidance on personnel costs. This will allow the District to recoup more payroll expenses retroactive to March 1st.
- **COMMUNITY INVOLVEMENT** – Troy Crafton is beginning to explore programs to engage with students remotely during October for Fire Prevention Month.
- **OUTLOOK** – We have outlined what our process would be should one of our employees or resident volunteers test positive. It covers things such as changes to the drill plan and how and where to house resident volunteers should they have no other place to go.

NEW BUSINESS:

Chief Stange – Revisited SDAO Best Practice

- Selection of Regular Meeting Dates, Time, Place, and Meeting Posting Locations – Chief Stange** stated that the Regular Board Meetings have historically been held on the second Thursday of the month at 6:00 pm at Station 90. Meeting notifications are posted at Station 90, Website, Independence City Hall, and Monmouth City Hall.
- Insurance Agent of Record – Chief Stange** stated the District is insured through the Special Districts Insurance Services (SDIS).
- Attorney of Record – Chief Stange** state the District uses Local Government Law Group (LGIP), a division of Speer Hoyt.
- Designation of Legal Publications Newspaper** – Chief Stange stated for legally required publication, the District posts in the Itemizer Observer.
- Assistance to Firefighters Grant – Supplemental: Received – Chief Stange** explained the Fire District applied for the Assistance to Firefighters Grant - Supplemental (AFG-S) designed to help with costs of COVID-19. He added this grant was made available prior to the Coronavirus Relief Fund. The District applied for a combination of reimbursement for costs incurred for PPE as well as new purchases. The District was successful in receiving this grant. We received \$7,990.39 in reimbursement for previous PPE purchases and \$7,520.90 for air purifying respirator adaptors to be used with our self-contained breathing apparatus masks. The District is responsible for a 10% match which brings the total federal share to \$14,101.17.

CHIEF'S REPORT:

- Recruit Update – Chief Stange** stated the Recruit Academy started in February. Currently there are eight recruits, six that are home responders and two that are resident volunteers here at the station.

- b) Energy Trust work complete – Chief Stange** stated the lighting upgrade is complete. The District paid approximately \$1,500 for Station 90 and we have been told we should see savings in 12 months. Station 40 was completed at no cost to the District.
- c) New Ventilators Received – Chief Stange** stated with the receipt of the Spirit Mountain Grant, the District purchased ventilators. Chief brought one to show to the Board.
- d) Fire District YouTube Channel – Chief Stange** stated the District has setup a YouTube channel to use for training videos.
- e) Chief Darrell Patterson’s Memorial Service – Chief Stange** stated the memorial service will be held outside, in the area between the training tower and training room. He added that the service will be a special event in honor of Darrell and his service.
- f) Notable Incidents – Chief Stange** stated he just got back from a hay truck fire on Corvallis Road. He added this last month we had 18 motor vehicle accidents, a field fire off Falls Ferry Rd., a one acre fire off Tarter Road and 2 small fires.
- g) Member of the Month - Chief Stange** stated that Travis Emerling was volunteer member of the month.

TOPICS FOLLOWING THE PREPARATION OF THE AGENDA:

Chief Stange stated that two of our employees and two of our volunteers were deployed to the Moiser Creek Fire today.

PUBLIC COMMENTS: Nothing at this time.

BOARD MEMBER COMMENTS:

Director Curtis Cole – Nothing at this time.

Director Freeman Stutzman – Nothing at this time.

President Mike Lippsmeyer – Good work.

EXECUTIVE SESSION: According to ORS 192.660 (If necessitated by business)

Not at this time.

ADJOURNMENT:

President Lippsmeyer adjourned the meeting at 6:22pm.

Minutes done by Mary Carlson.