

POLK COUNTY FIRE DISTRICT NO.1
Board of Directors
January 12th, 2023
6:00pm – Central Station
Location: 1800 Monmouth St., Independence, Or 97351

Also Virtually at:

<https://us02web.zoom.us/j/88501558202?pwd=NWdWOWx6SWdYbHQ0MUZ5TVJidTj4QT09>

Meeting ID: 885 0155 8202 - Passcode: 707682

President Mike Lippsmeyer
Vice President Jeff Hamilton
Secretary Cord Von Derahe (Virtual)
Director Curtis Cole
Director Dan Miller

Chief Ben Stange
DC Neal Olson
DC Frank Ehrmantraut (Virtual)
DC Troy Crafton
Office Administrator Stephanie Hale
Office Assistant Tirzah Romero-Reddick

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. If you are online, please use the raise hand feature when it comes time for public comment. Comments are limited to three minutes but the Board welcomes additional information in writing. Typically a speaker's comment is taken under advisement to allow time for the Board to review an issue, however, the Board may ask a speaker for additional information or may convey to the speaker some information that addresses their comment.

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 December 15th, 2022 Regular Board Meeting Minutes
- 3) Financials:
 - 3a. Approval of Disbursements for December 1-31, 2022
 - 3b. Finance report for the month of December 2022

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

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

Director Cole – Second.

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

UNFINISHED BUSINESS:

- a.) **Tree Removal at Station 90 – Chief Stange stated**, no longer a safety issue. January 4th, 2023 the tree was scheduled to be removed. However, on December 27th at 9:30 am Stephanie alerted the office that the tree was falling, both Chief Stange and Chief Olson ran from their offices. Luckily it only nicked the corner of Station 90, breaking in half and missing the generator. Because there were plans to take down the tree, the district's insurance (SDIS) is covering the damages.

NEW BUSINESS:

- a.) **Audit Extension – Chief Stange stated**, it is required by the State of Oregon that we turn in an audit every year. Our auditor contacted Stephanie in December and asked for an extension because the lead auditor contracted Covid, there are difficulties with staffing, and a combo of other circumstances. They requested a three month extension until March 31st, 2023. Nothing out of the ordinary, it will just take longer, and the state seemed understanding about the situation.
- b.) **Intergovernmental Agreement with City of Dallas for Fire Marshal Services – Chief Stange stated**, one of the things that Chief Brumfield was doing for a while was the basic fire marshal duties that Dallas needed. This meant having weekly meetings with the City of Monmouth and Independence, Public Works, the Building Department, as well as the Fire Department. In these meetings they would discuss what they needed for projects they were working on, to continue the work flow and not create conflicts. Now that Chief Brumfield has retired, the City of Dallas was looking for ways to continue to offer input for access and water supply at those meetings as well as other miscellaneous tasks. We have signed an Intergovernmental Agreement (IGA) with the City of Dallas for Fire Marshal services that Chief Crafton is providing. This means once a week he [Chief Crafton] will be attending in-person meetings for an hour to an hour and a half, as well as any phone consultations they need. There will be some reviews using the platform that the City of Monmouth uses, which Chief Crafton is very familiar with. (City of Independence is moving toward this platform as well.) We will be invoicing the City of Dallas monthly for his time.
- c.) **Spring 2023 Levy – Chief Stange stated**, it is the final year that the District will collect a \$0.19 Operating Levy that voters approved May of 2014. Chief Stange explained through a PowerPoint presentation (Levy Expiration, 2023) to the Board of Directors the numbers and information on possible outcomes of pursuing and not pursuing the levy. Our leading budget drivers are apparatus and personnel which is what this levy is aimed at. The hope at the end of the presentation is that the Board will narrow down their focus for a more thorough exploration at another meeting. It was not imperative for the Board to make a decision immediately. Chief Stange presented a trend chart on the levy history starting from 2004 when the levy was \$0.77 to 2018 when the levy was \$0.19 (currently the same levy). Chief Stange explained to the Board about the current financial status. The transition from FY 2023-24 to FY 2024-25 (the end of one levy and the potential start of a new one) remains the primary year of concern for the near future. As a result, several options including deferring equipment reserve deposits during FY 2022-23 and FY 2023-24, make up the deficit in the later years. Chief Stange also presented the long view of the need to pass a levy in 2024-25 to be able to maintain current services. That would make the levy \$0.34 per thousand if there were no staffing increases. However it is unrealistic to not increase staff. Chief Stange explained that not only is the call volume increasing but the population as well. In 2022, we responded to 128 calls per 1,000 population (1 call for every 8). Chief Stange explained how the line staff are effected with the increase in call volume when the goal is to respond in 8 minutes for Monmouth/Independence. Chief Stange then presented options for levy amounts. There are six options ranging from \$0.00 to \$0.74. Some of the options are dependent on if we receive the Oregon State Fire Marshal Staffing Grant (OSFM). If the Board is unwilling to go above the existing \$0.19, several months will be needed for Chief Stange to determine the EMS revenue and how that would affect our compliance with our Ambulance Service Area (ASA). Staffing would have to revert back to only 12 line staff and layoffs would be inevitable. If the levy were to be increased to \$0.45 it would not be sustainable to keep the OSFM grant employees beyond the grant period. If the levy were increased to \$0.58, it would be the minimum needed to keep OSFM positions after the grant period. The minimum staffing ratio would be 4, 24/7. If the levy were increased to \$0.66 with

OSFM Grant a 15th line staff would be hired. Without the OSFM Grant it would still be sustainable for a 14th line staff. If the levy were increased to \$0.74, with or without the Grant, we would end up with 17 line staff. With the Grant we would be able to hire the 14th and 15th line staff immediately. Chief Stange presents a graph chart with data on calls per line staff, for each fiscal year for each of the different levy options.

The Board Members briefly discussed their opinions and assessed the data from Chief Stange's presentation. Each of the Board Members emphasized the importance on the public being educated on why these numbers are important and how the levy affects the public by the services that are currently provided. They also discussed which figure they thought would be most likely to pass successfully.

Captain Rusher – stated, I reached out to the International Association of Fire Fighters. They have a Strategic Elections Group. We have been assigned a representative out of Colorado. Kent Grosse will help us with marketing elections, candidates, levies, bonds, etc.

The Board Members, decided to hold a work session for the Spring 2023 Levy on January 19th, 2023 at 6:30pm.

CHIEFS REPORT:

- a.) **Rescheduling the February Meeting – Chief Stange stated,** the Special Districts Conference is happening on the 9th of February, thus needing to reschedule the February meeting. **The members of the board discussed,** and agreed to reschedule. It was agreed Monday February 6th, at 6:00pm was best.
- b.) **Reminder – Board Elections – Chief Stange stated,** candidate filing deadline is March 16th. Director Curtis Cole, Secretary Cord Von Derahe, and President Mike Lippsmeyer are up for elections.
- c.) **Ice Storm Response – Chief Stange stated,** there was ice on the ground on December 23rd, 2022. C-shift did a fantastic job, as well as Chief Crafton who was covering as Duty Officer for Chief Ehrmantraut. 29 calls in 24 hours. Most of the calls were falls. Various volunteers helped out that day; Brandon Shellito, Adam Chinnock, Reed Hamilton, Garrett Hardwick, and Jeffery Joles, helped write charts since all the ambulances were busy. Charlie Way, Lauren Trevorrow, and Matt Connery, helped out throughout the day as well.
- d.) **Notable Incidents – Chief Stange state,** we did not reach 300 calls for December. There was a barn on Whittaker Rd. that was on fire. The barn was 60 by 400 feet. We were able to put the fire out. More than half a dozen power lines down on the 27th. Vehicle fire on the January 3rd, on River Rd. under the railroad trestle. Motor Vehicle Crash on January 5th, requiring heavy extrication on Corvallis Rd. The patient was flown and is severely injured but is still alive. Lastly, there was a smoking structure. It was a manufactured home, the residence have mobility issues, luckily the fire was extinguished upon arrival then it was just an investigation.
- e.) **Member of the Month – Chief Stange stated,** our member of the month is present. Marie Hardwick is the president of P1FFA. She is member of the month because of her hard work for the holiday party and the toy drive.

TOPICS FOLLOWING THE PREPARATION OF THE AGENDA: None at this time.

PUBLIC COMMENTS: None at this time.

BOARD MEMBER COMMENTS: **Director Cole – stated,** I know that presentation took time. I appreciate you getting it done and making it easily understandable.

Director Miller – stated, I really liked the visuals of your presentation.

Vice President Hamilton – stated, staff thank you for all you do. I know it's been very busy and writing a lot of charts. Special thanks to the volunteers. I think we have a really good volunteer group. Once we get through the levy all the work that you have done in the community really helps us.

Secretary Von Derahe – stated, thank you for all of your work. Marie for her group and hard work. For supporting the volunteers and making it a family atmosphere. Continued call volume day in and day out.

President Lippsmeyer – stated, Thank you to Marie and to everyone working hard around here.

EXECUTIVE SESSION: According to ORS 192.660. If necessitated by business. Will not be returning with a decision.

ADJOURNMENT:

President Lippsmeyer adjourned the meeting at 7:40pm

Minutes by Tirzah Romero-Reddick