

POLK COUNTY FIRE DISTRICT NO.1
Board of Directors
March 12, 2020
6:00 - Central Station

President Mike Lippsmeyer
Vice President Jeff Hamilton
Secretary Cord Von Derahe
Director Freeman Stutzman
Director Curtis Cole

Fire Chief Ben Stange
DC Neal Olson
Office Administrator Susan Shepard
Office Assistant Mary Carlson

MEETING CALLED TO ORDER:

President Lippsmeyer called the meeting to order at 5:55pm followed by the Pledge of Allegiance.

Note: Minutes will be recorded and kept for 60 months.

AUDIENCE REQUESTING TO ADDRESS THE BOARD:

Please sign Request List to address the Board.

OPEN FOR PUBLIC COMMENT ON ANY OF THE AGENDA ITEMS:

No comments.

CONSENT AGENDA:

- 1) Board Agenda.
- 2) Approve February 13, 2020 Regular Board Meeting Minutes.
- 3) Financials:
 - 3a. Approval of Disbursements for February 1-29, 2020.
 - 3b. Finance Report for the month of February 2020.

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

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

Secretary Von Derahe – Second.

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

UNFINISHED BUSINESS:

- a) **Re-drawing of ODF Boundaries – Chief Stange** introduced Ted Erdmann and Jeff Classen from the Department of Forestry. He added they are here to answer any questions regarding the re-drawing of ODF Boundaries in our Fire District.

President Lippsmeyer – Stated he wants to know what the process is, what the expectations are.

Ted Birkman – Gave a brief history explaining how they got to where they are now. He said that a Committee was put together to examine what lands in the region fall into “forest lands” as defined by State Law. By the use of a map he explained the current boundaries of forest lands in Polk County and lands that are not in the boundaries that should be. Mr. Birkman stated they are looking for an opinion from the Board if they think there’s a benefit to the District to move the boundary line out to include those lands. Mr. Birkman explained that while ODF currently will aid the District with mutual aid, if they covered those lands, items such as dozers, hand crews, and aircraft would be covered by ODF.

President Lippsmeyer – Asked what would happen when you go to these land owners and only few are on board and others are not? Does this change need to be an agreement where all the land owners have to be in agreement of?

Mr. Birkman – Stated they have not done this before and are not sure what this would look like. He added the best case scenario would be all or nothing. Mr. Birkman stated this is the

first level for approval, and they would not contact the public if the Board is not in favor of this. Mr. Birkman added that there is a potential financial impact; if there is not a forest protection district then you can assess unapproved properties at the rate per 1000, and can collect improvements of the value of the entire tax lot if there is no forest protection district. He stated that if there is a forest protection district there, all you can assess is the value of the improvements of the first five acres. Mr. Birkman stated there is a potential loss for the Fire District.

A discussion continue regarding examples of acreage and how much it would cost the land owners and how much of a loss to the District this could be.

President Lippsmeyer – Stated that since this would affect our tax base and the amount is unknown, he would not support this at this time.

Chief Stange - Stated that if the decision was based on the amount we probably could find that out.

President Lippsmeyer – Asked the Board if anyone wanted to vote on this. He added he doesn't feel they have enough information at this time and he is not comfortable voting. He added he would like to know who is going to pay what and what the bottom line is.

Director Cole – Stated he would like to know the benefits to the District.

Chief Stange – Asked if they had any feedback in Benton County.

Mr. Birkman – Stated they have not done this in Benton County yet with the exception of Corvallis where all land addressed was withdrawn from ODF, not added to.

President Lippsmeyer – Thanked Mr. Birkman and Mr. Clausen for their time and the information but the Board is not ready to act on this yet.

- b) **Handbook Update: Overview and Purpose, Employee Travel Sections – Chief Stange** stated in the Handbook section of Overview and Purpose of Personnel Policies there is some verbiage changes. He added that for Employee Travel, again some verbiage changes and employees use of good judgement.
- c) **2020 Standards of Cover Update: Distribution of Resources and Time & On-scene Performance.** **Chief Stange** – Stated update of the distribution of apparatus, update pictures and apparatus that has been moved. He added Time & On-scene Performance importance and definitions.

NEW BUSINESS:

- a) **Appointment of Budget Committee Members – Chief Stange** stated that Bob McMillian, Tom Henke and Ken Coffman would like to renew their position term as Budget Committee Members for Polk County Fire District No.1.
Director Stutzman – Motion for renewal of Bob McMillian, Tom Henke and Ken Coffman for Budget Committee Members.
Vice President Hamilton – Second.
President Lippsmeyer – All in favor, none opposed, carried.
- b) **COVID-19 Response – Chief Stange** explained the process of PPE's for staff that responds to a call where patients may show signs of the virus. Chief Stange added that one of the main concerns, if an exposure happens, is the medic or medics would be away from work for 14 days. He added we are in the process of hiring three part-time employees to help. Chief Stange stated Wednesday night drills will be cancelled at the stations, but we will have drill training available online, via Zoom.
Vice President Hamilton – Asked if dispatch will be instructing our medics of any possible COVID exposure.
Chief Stange – Stated yes, there is a line of questions dispatch asks the patient and this will be forwarded on to responding staff. He added the questions are from OHA (Oregon Health Authority).
Vice President Hamilton – Asked if we will temporarily stop station tours, CPR classes and outside groups from meeting in the training room, etc.

Chief Stange – Stated yes.

Vice President Hamilton – Asked if there is an exposure will the quarantine time be a workers comp claim and not sick leave.

Chief Stange – Stated papers will be filled out and it is not up to us if this would be a workers comp claim.

Vice President Hamilton – Asked if the employee that was exposed to this virus is tested and it comes back negative will they return to work immediately.

Chief Stange – Stated they would likely be off 14 days.

Vice President Hamilton – Asked what happens if this turns out to be a conflagration thing where several employees get ill.

Chief Stange – Stated there is lots of communication for mutual aid coverage and the State is emphasizing the importance of existing mutual-aid agreements. He added our goal is to stay healthy and be at work.

Vice President Hamilton – Asked if we were able to get the N95 masks.

Chief Stange – Stated yes.

- c) **Oregon Health Authority Inspection/Survey** – **Chief Stange** stated the inspection went pretty well. He added there were a few items that we were aware of that were not up to date, but we will be working on them.
- d) **Energy Savings Program** – **Chief Stange** stated with the new heating system at St. 70 there has been an incredible savings on the electric bill.
- e) **Receipt of Spirit Mountain Grant** – **Chief Stange** stated that he and Captain Paoli went to Spirit Mountain Casino in Grand Ronde where they were presented a grant from them. This grant was for \$10,000 and will be used to purchase new ventilators.
- f) **Drone Training/FFA licensing** – **Chief Stange** stated he went to the drone training and received the FAA license. Chief Stange stated the drone program is still in progress. The District is covered via insurance if there should be an incident.

CHIEF'S REPORT:

- a) **Joint Fire Defense Board meeting** – **Chief Stange** had a meeting this morning with the Fire Defense Board Chiefs from Yamhill, Tillamook, and Lincoln counties regarding fire season for this summer and coverage. He added it was a good meeting.
- b) **Recruit academy update** – **Chief Stange** stated we have 13 recruits and everything is going well.
- c) **Picture from CA Conflagration** – **Captain Kissell** stated he was on the Yamhill Strike Team that went to California for the Kincade Fire. After they returned from the fire he received a print (approx. 24"x30") from a painting that students of BayArt Academy in Sonoma County had painted. The painting was done by 17 students, 7ft by 6ft, portraying the way the firefighters saved their community. Through fundraising the Academy raised enough money to send all 503 agencies involved a print of the painting. They wanted to do this as a way to show their appreciation and their hope is that this print will remind us of how grateful they are for all the hard work. Captain Kissell passed the print around so the Board Members could see it.
- d) **Banquet**
 - Chief Stange** presented an award to Chaplain Freddy Moran as Support Person of the year.
 - Captain Kissell** presented the Local 4196 award to Chaplain Freddy Moran. Chaplain Moran was unable to attend the banquet due to illness in his family. Chief Stange reviewed the other award winners from the banquet.
- e) **Notable Incidents** – Chief Stange stated last Tuesday we responded to a shed/green house fire. We also had a CPR call, the patient was revived and is in ICU. Chief Stange stated we responded to a crash where a motorcycle hit a water truck. The bike and rider caught fire however, the water truck driver extinguished the fire with the water from his truck.

- f) **Member of the Month – Chief Stange** announced Grant Theis, a resident volunteer, was member of the month.
- g) **Joint City Council meeting at Station 90 on Monday, March 30th.**
- h) **Reminder, April Board Meeting will be Tuesday, April 7th.**

TOPICS FOLLOWING THE PREPARATION OF THE AGENDA:

None at this time.

PUBLIC COMMENTS:

None at this time.

BOARD MEMBER COMMENTS:

President Lippsmeyer – Thanked Chaplain Freddy Moran for all he does.

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

Not at this time.

ADJOURNMENT:

President Lippsmeyer adjourned the Board of Directors Meeting at 7:05pm.

Minutes by Mary Carlson.