

POLK COUNTY FIRE DISTRICT NO.1

Board of Directors

Aug 8, 2019

6:00pm – Central Station

President Mike Lippsmeyer
Vice President Jeff Hamilton
Secretary Cord Von derahe
Director Curtis Cole
ABSENT:
Director Freeman Stutzman

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

MEETING CALLED TO ORDER:

President Lippsmeyer called the meeting to order at 6:00 pm.

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 July 11, 2019 Regular Board Meeting Minutes.
- 3) Financials:
 - 3a. Approval of Disbursements for July 1-31, 2019.
 - 3b. Approval of Finance report for the month of July 2019.

President Lippsmeyer – Questioned why there was such a large check issued for the elections this last time.

Chief Stange – Stated he called and spoke to the Polk County Clerk regarding the same question. The County Clerk stated there is quite a formula used in calculating the cost for each entity with items on the ballot. It is the number of items or positions on the ballot times the number of voters in that district multiplied by their calculated cost per ballot.

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

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

Secretary Von derahe – Second.

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

UNFINISHED BUSINESS:

None at this time.

NEW BUSINESS:

- a) **Board Policy Change: Article 13, Section 13.10** – **Chief Stange** explained to the Board members that the Board Policy change presented is in regards to station closures. He reviewed the history of Station 70 in Pedee nearly closing due to insufficient staffing, and when Station 40 in Buena Vista did close from no volunteers and only reopening in the last two years. Chief Stange reviewed what has been done to recruit volunteers from knocking on doors to mailing of post cards. There is a community picnic at Pedee Aug. 24th and the District will be funding the food. Some of our rural volunteers will be there handing out

stickers and volunteer applications. Chief Stange stated the change in the verbiage of this Policy is adequate since a set minimum number of responders isn't possible considering the varying abilities and availabilities of responders.

Secretary Von derahe – Asked if there has been a breakdown of the cost of the rural stations.

Chief Stange – Stated there has not been but it can be done.

President Lippsmeyer – Read aloud the first reading of Policy **Article 13, Section 13.10** - the policy change indicating to strike the minimum number of people required to keep a station opened, to station closure notifications will be the Boards decision after notification from the Fire Chief. He added that the 2nd reading would be at next month's meeting, followed by a vote for adoption.

- b) **Budgeted Purchase of Bay Doors** – **Chief Stange** stated he received a bid from Overhead Doors for the four remaining bay doors that are to be replaced. The budget was approved for \$34,000 for this project and the bid came in around \$28,100. Chief stated the Board does not need to make any decision but he is notifying them that he will be making a purchase of more than \$20,000. Chief Stange added that when this is completed the doors can be tied in with the heaters so that when we open the doors in the winter months the heater does not continue to run.
- c) **New Ambulance Biller** – **Chief Stange** announced after several years with Springfield Ambulance Service the District has had to change who will be doing our ambulance billing. He added that due to a substantial increase in ticket (chart) fees, from \$36 to \$52. This would have cost the District approximately an additional \$24,000 a year. After much research and discussions, we have moved to Systems Design West as of July 1st, 2019. Our chart cost with them will be \$22.50 plus some added costs such as postage and deposit slips. Chief Stange stated that Susan and Chief Mayfield have been working hard trying to keep a smooth transition with the new biller and so far it has gone well.

CHIEF'S REPORT:

- a) **Completed Station Maintenance** – **Chief Stange** stated that Chief Mayfield has been working hard to keep up on the stations maintenance. The roof at Airlie Station 80 has been sealed. It was replaced last year and at that time it was recommended it be sealed. A new heat pump has been installed at the Pedee Station 70 replacing the baseboard heaters. At Central Station 90 we had the metal roof inspected and all screws have been tightened plus 350 screws replaced. He added that the work done at Station 90 came with a four year warranty.
- b) **Rechassis of Medic unit** – **Chief Stange** stated last Monday Chief Mayfield drove the medic to Braun in Chehalis Washington for the rechassis. It should be completed the later part of October. He added we are using an extra medic unit from Dallas Fire for our third out ambulance.
- c) **District Training Events** – **Chief Stange** stated there are several training classes being presented here at the District in anticipation of our captains testing next month. On July 26th, Chief Wineman from Forest Grove Fire & Rescue taught a class on 'Interviewing and How a Captain's Position Integrates into the District's Strategic Plan. On August 6th, our Fire Inspector Troy Crafton along with Oregon State Fire Marshal Shannon Miller taught a class on Engine Company Inspections that included a certification for our firefighters. On August 7th, Captain Kissell from Polk County Fire taught a class on Incident Command. Chief Stange stated that next week Tom Henke, Training Officer with Albany Fire is teaching a class on Creating Successful Engine Company Drills and Chief Stein will be teaching a class on Conflict Resolution August 26th.
- d) **Investiture September 12th** – **Chief Stange** announced that after next month's Board Meeting there will be a swearing-in ceremony at 7:00pm for some of our professional firefighters who have not yet taken our Oath.

- e) **Notable Incidents – Chief Stange** reviewed several notable incidents that the District responded to;
 - *several brush fires from Airlie Rd, West Salem, and multiple fires along Hwy 22 near the casino that we responded on.
 - *a low flying airplane over the Willamette River that hit a power line above the water which caused it to fall into the water.
 - *a garbage bin fire that caused damage to the shed, a power meter, and the siding of a home.
 - *on July 30th we responded to three separate motor vehicle accidents with injuries.
- f) **Zoll Clinical Save Awards – Chief Stange** stated he has tried several times to present ‘A’ Shift crew with the Zoll Clinical Save Award. He explained we had an unconscious patient that was brought to the station, the crew discovered her heart was not beating and began CPR. During the transport to the hospital they got a heartbeat. Chief Stange stated that beings the crew used a Zoll product during this clinical code save Zoll has given awards to Evan Allen, Ryan Cox, JJ Oliveros, Mike Rusher, and himself.
- g) **Member of the Month – Chief Stange** the member of the month was Brian Burchfield. He added that Brian started as an Explorer with the District, left for several years, and has now returned as a Volunteer.

TOPICS FOLLOWING THE PREPARATION OF THE AGENDA:

None at this time.

PUBLIC COMMENTS:

None at this time.

BOARD MEMBER COMMENTS:

None at this time.

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

Not at this time.

ADJOURNMENT:

President Lippsmeyer adjourned the Regular Board Meeting at 6:23pm.

Minutes by Mary Carlson.