

POLK COUNTY FIRE DISTRICT NO.1

Board of Directors

June 10, 2021

6:00pm – Central Station

LOCATION: Meeting will be streamed at the Central Fire Station, 1800 Monmouth St., Independence, OR 97351 where public comment will be allowed. Directors have the option to continue to be remote.

***Join Meeting via Zoom:**

<http://us02web.zoom.us/j/58435388089?pwd=ZSSkvZnVUREczS2JIUG1JdEFuMStMdz09>

Meeting ID: 864 3538 8089 - Passcode: 028710

President Mike Lippsmeyer (Station 90)
Vice President Jeff Hamilton (remote)
Secretary Cord Von Derahe (Station 90)
Director Freeman Stutzman (Station 90)
Director Curtis Cole (Station 90)

Fire Chief Ben Stange (Station 90)
DC Mike Mayfield (Station 90)
Office Administrator Susan Shepard (Station 90)
Office Administrator Stephanie Hale (Station 90)
Office Assistant Mary Carlson (Station 90)

ABSENT:

DC Neal Olson

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. 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 May 13, 2021 Regular Board Meeting Minutes
- 3) Approve May 25, 2021 Budget Committee Meeting Minutes
- 4) Financials:
 - 3a. Approval of Disbursements for May 1-31, 2021
 - 3b. Finance report for the month of May 2021.

President Lippsmeyer – Asked if there were any questions -How the Board would like to take the Agenda.

Secretary Von Derahe – Stated to take the Agenda as a whole.

Director Cole – Second.

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

UNFINISHED BUSINESS:

a) COVID-19 Update:

RESPONSE

- With OSHA's updates in workplace requirements, we no longer require masks to worn on all calls, they are still required on all EMS calls (per OSHA).
- If we are on a call and interacting with a masked individual, all responders will be masked regardless of vaccination status.
- Within the station, vaccinated individual who have provided proof of vaccination status are not required to be masked (per OSHA), but will still wear a mask when interacting with masked members of the public.
- The public is not required to wear masks as long as they are vaccinated (proof is not required).
- Since the last meeting, we have not had any employees off work due to COVID exposure.

DRILLS AND MEETINGS

- Large classroom drills and meetings are taking place in the bays, practicing social distancing and members are allowed to call in.
- We will continue to offer video conference access for classroom drills and meetings until the mask mandate is lifted.

SUPPLIES

- We have been working to restock our surplus inventory of PPE and have recently accepted additional supplies provided by the Oregon State Fire Marshal's office.

FINANCIAL IMPACTS

- We continue to track expenses to submit in the event additional resources are available.

COMMUNITY OUTREACH

- P1FFA is currently planning on doing the 4th of July pancake breakfast that will include an in-person option as well as a drive through.
- Marion and Polk County have a vaccination trailer that will be located at Central High School prior to the 4th of July. The trailer will be at Polk County Fire during our 4th of July Pancake Breakfast.
- We collaborated with the County to do vaccinations for homebound individuals. We stand ready if there are additional homebound individuals in our District needing vaccinations.

NEW BUSINESS:

- a) **Automatic Aid Agreement with Adair Fire – Chief Stange** stated we have shared an Automatic Aid Agreement with Adair RFPD. This Agreement has to dispatch an engine from their station in Camp Adair to our rural areas south of town in the event of a structure fire. The agreement reciprocates this response from Polk to Adair. Chief Stange added he has met with the Adair RFPD Fire Chief, Aaron Harris, several times over the past few months to discussed renewing this Agreement and other aspects of our operations.

Chief Stange stated the discussions with Chief Harris not only focused on our fire responses but also on motor vehicle crashes at the intersection of Hwy 99W and Suver Rd. Chief Stange added the intersection is only five miles from the Adair Fire Station. Chief Stange stated in addition to our units, an engine from Adair will automatically be dispatched to crashes at this location. The tasks for their crews will include objectives such as traffic control and hazard mitigation; freeing up more of our personnel to focus on extraction and patient care. Chief Stange added he is looking forward to holding a training event with Adair Fire at the Station 50 property in the coming months.

- b) **Resolution 2021-02: Adoption of FY 2021-22 Budget – Chief Stange** stated in the Budget the “Transfer In’s” did not equal “Transfer Outs” by \$1.00. Chief Stange recommends the Adoption of the of the 2021-22 Fiscal Year Budget with an addition of \$1.00 Transfer Out in the Reserve Fund and adjusting the “Reserve Fund – undesignated” being adjusted down a \$1.00. He added this will keep the total of the Reserve Fund the same as was approved by the Budget Committee.

President Lippsmeyer read Resolution 2021-02 aloud.

Secretary Von Derahe - “I move to adopt the Budget for Fiscal Year 2021-22 as presented, with the adjustment in the Reserve Fund of \$1.00 Transfer Out added and a \$1.00 reduction in account line Reserved Fund-undesignated. This adjustment will still leave the Budget total the same as was approved by the Budget Committee.”

Director Cole - Second.

President Lippsmeyer - All in favor, none opposed, carried –Budget for FY 2021-22 adopted.

- c) **Chief Stange** – Recognized Director Stutzman and thanked him for his service to Polk County Fire District No.1. Director Stutzman was elected to the Board of Directors in 2017.

CHIEF'S REPORT:

- a) **Recruit Academy Update and Graduation – Chief Stange** stated that the Recruit Academy Graduation will take place at the 4th of July pancake breakfast.

- b) **Susan Shepard Retirement Reception – Chief Stange** reminded everyone of Susan’s retirement reception on July 7, 2021 from 4-6pm at Station 90.
- c) **Notable incidents – Chief Stange** stated there was a motor vehicle accident at Hwy 99 and Parker. He noted another 3 vehicle accident on Madrona Street, a water rescue at the falls in Falls City and a fatal motor vehicle crash on Hwy 51.
- d) **Member of the month – Chief Stange** stated Volunteer Charlie Way received the member of the month. Charlie is from Monmouth and because a Resident a few years ago. He has since moved out and had a child but continues to volunteer as a home responder.

TOPICS FOLLOWING THE PREPARATION OF THE AGENDA:

PUBLIC COMMENTS: Nothing at this time.

BOARD MEMBER COMMENTS:

Secretary Von Derahe – Extended his thanks to Director Stutzman for his time spent on the Board of Directors.

Vice President Hamilton – Thanked everyone for allowing the remote meeting while on vacation. He added he will be back for Susan’s retirement reception and the next board meeting. He extend his thanks to Director Stutzman and congratulations on the award.

President Lippsmeyer – Thanked Director Stutzman for his time as a Board Member.

EXECUTIVE SESSION: According to ORS 192.660(2)(d) – to conduct deliberations with persons designated to carry on labor negotiations. No decisions will be made and we will not be coming back to regular session.

ADJOURNMENT:

President Lippsmeyer – Adjourned the regular board meeting at 6:35pm

Minutes by Mary Carlson