

**POLK COUNTY FIRE DISTRICT NO.1**  
**Board of Directors**  
**June 13, 2019**  
**6:00pm – Central Station**

**President Tom Snair**  
**Vice President Mike Lippsmeyer**  
**Secretary Joe Franko**  
**Director Freeman Stutzman**  
**Director Jeff Hamilton**

**Fire Chief Ben Stange**  
**DC Mike Mayfield**  
**Office Administrator Susan Shepard**  
**Office Assistant Mary Carlson**  
**ABSENT:**  
**DC Neal Olson**

**MEETING CALLED TO ORDER:**

**President Snair** called the meeting to order at 6:03 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 May 9, 2019 Regular Board Meeting Minutes.
- 3) Approve May 21, 2019 Budget Committee Meeting Minutes.
- 4) Financials:
  - 3a. Approval of Disbursements for May 1-31, 2019.
  - 3b. Finance report for the month of May 2019.

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

**Vice President Lippsmeyer** – Motion to take it as a whole.

**Secretary Franko** – Second.

**President Snair** – All in favor, none opposed, carried.

**UNFINISHED BUSINESS:**

- A) **Fire Chief Evaluation** – **President Snair** stated this will be discussed in Executive Session.

**NEW BUSINESS:**

- A) **Resolution No. 2019-03:** Resolution to adopt the Fiscal Year 2019-20 Budget, make appropriations, impose and categorize taxes. **Chief Stange** read aloud Resolution No. 2019-03.

**President Snair** – Asked the Board what they would like to do.

**Vice President Lippsmeyer** – Motioned to accept Resolution No. 2019-03 as read.

**Director Stutzman** – Second.

**President Snair** – All in favor, none opposed, motion carried – Budget adopted.

- B) **Auditor Contract for Services Agreement** – **Chief Stange** reviewed the working relationship of a larger firm and so the auditors switch around so the District does not have the same auditor for too many years in a row.

**President Snair** asked if anyone had any questions regarding the Auditors Contract for Services Agreement. No questions were asked.

**President Snair** – Asked the Board what they would like to do.

**Vice President Lippsmeyer** – Motioned to accept the Service Agreement from Grove, Mueller & Swank, P.C, as presented in the letter dated June 10, 2019.

**Secretary Franko** – Second.

**President Snair** – All in favor, none opposed, motion carried.

- C) **Strategic Plan Update** – **Chief Stange** reviewed accomplishments made on the handout and stated that some committees are still waiting for information to come in.
- D) **Ground Emergency Medical Transportation (GEMT)**– **Chief Stange** stated this program allows agencies, like Polk County Fire, who do ground ambulance transports to recoup some of the loss of funds from Medicaid transports that are required to be written off due to rate schedules from Medicaid.
- E) **Fire Board Write-In Elections** – **Chief Stange** stated that Polk County clerk has sent over the results of the elections and the write-in elections and the Board needs to approve the results. He stated the highest number of write-in votes were; Position 3 - Cord Vonderahe with 145 votes and Position 4 Curtis Cole with 139 votes.

**President Snair** - Asked the Board what they would like to do.

**Secretary Franko** – Motion to approve Cord Vonderahe for Position 3 and Curtis Cole for Position 4 for Polk County Fire District Board of Directors.

**Director Stutzman** – Second.

**President Snair** – All in favor, none opposed, motion carried.

- F) **Recognition and thank you to departing Board Members** – **Chief Stange** recognized Joe Franko. He thanked him for his time and stated his appreciation for serving the District. **Chief Stange** also thanked Tom Snair for being a huge supporter of not only the District but also of himself. Tom, as the President of the Board, would often come in to his office to inquire, ask questions or gain understanding of certain topics. He appreciated this very much.

**President Snair** stated we would take a recess to enjoy the appreciation cake provided by the District.

#### **CHIEF’S REPORT:**

- A) **Star of Life Recipient, Nic Heller** – **Chief Stange** announced that stated Nic Heller, a volunteer at Station 70, was nominated by Pac West-who he is employed with on the coast, for the Star of Life Award. He will be going to Washington DC to receive this award.
- B) **Notable Incidents** – **Chief Stange** stated there were several Incidents to mention; The medics responded to a 2 month old code. He stated our Chaplains took good care of the family during this time.  
**Chief Stange** stated we had a walk-in medical where a man entered the station and stated he thought his wife was having a stroke and was in the car. Captain Rusher and the crew went to the car and discovered she was unconscious and they pulled her from the car and started CPR in the parking lot.  
**Chief Stange** stated we had another walk-in medical where a lady came in and stated she thought her dad was having a stroke and was in the car. This patient definitely was having a stroke and we got him to the hospital quickly.
- C) **Member of the Month** – **Chief Stange** stated that Kylie Bellis, resident volunteer, was Member of the Month.

#### **TOPICS FOLLOWING THE PREPARATION OF THE AGENDA:**

Nothing at this time.

#### **PUBLIC COMMENTS:**

None at this time.

**BOARD MEMBER COMMENTS:**

**Director Franko** - State that he appreciates everyone. He has learned so much and has a new respect for Fire Districts and Departments now. He added that everyone does such an awesome job.

**Vice President Lippsmeyer** – Extended his thanks to Tom and Joe.

**Director Hamilton** – Extended his thanks to Tom and Joe.

**Director Stutzman** – Stated he will miss Tom and Joe.

**President Snair** – Thanked Chief Stange and Susan for all they do.

**EXECUTIVE SESSION:**

**President Snair** - Stated we will adjourn to Executive Session according to ORS 192.660(2)(i) To review and evaluate the employment-related performance of the Chief Executive Officer and will not be returning to regular session for a decision.

President Snair adjourned the regular meeting at 6:36pm

Minutes by Mary Carlson