**J21hn POLK COUNTY FIRE DISTRICT NO.1**

**Board of Directors**

**April 11, 2024**

**6:00pm – Central Station**

**Location: 1800 Monmouth St., Independence, Or 97351**

**Also Virtually at:**

[**https://us02web.zoom.us/j/83280363029?pwd=NGRDbTVmOHJNMIRQR3ZSV055Um1wZz09**](https://us02web.zoom.us/j/83280363029?pwd=NGRDbTVmOHJNMIRQR3ZSV055Um1wZz09)

**Meeting ID: 832 8036 3029 - Passcode: 801072**

President Jeff Hamilton Chief Ben Stange

Vice President Cord Von Derahe (absent) DC Neal Olson (Absent)

Secretary Mike Lippsmeyer DC Frank Ehrmantraut

Director Curtis Cole DC Troy Crafton (Absent)

Director Dan Miller Office Administrator Stephanie Hale

Office Assistant Maliyah Thompson (Absent)

**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 March 14, 2024 Regular Board Meeting Minutes
3. Financials:

**3a**. Approval of Disbursements for March 1-31, 2024

**3b**. Finance report for the month of March 2024

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

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

**Secretary Lippsmeyer** – Second.

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

**UNFINISHED BUSINESS: None at this time.**

**NEW BUSINESS:**

1. **2022-2023 Audit**

Devan Esch and Shayne Lehman from Grove, Mueller & Swank (now RedW LLC) attended the Board meeting virtually. They were hired by the Board to perform an audit for the June 30, 2023 financial statements. In their opinion, the financial statements are presented fairly. The audit was conducted by following Auditing Standards Board. Esch mentioned that the Board has responsibilities to make sure that the financial statements are accurate and fairly presented. Continued going over the Auditor’s Report. (Refer to Section 5).

**Secretary Lippsmeyer asked** if we need to complete the move of $75,000 to the Equipment Reserve Fund.

**Shayne Lehman answered** that in our budget resolution, there was a budgeted transfer out of the Equipment Fund, but it is really a transfer out of the General Fund going into the Equipment Fund.

**Chief Stange –** the Board has the option to accept the audit as presented or ask for more information or request to change the report.

**Secretary Lippsmeyer –** Accept the 2022-2023 financial audit as presented.

**Director Miller –** Second.

**President Hamilton –** All in favor, none opposed, carried – passed unanimously.

1. **Purchase of new Ambulance**

Purchase of another Horton F-550, gas ambulance, 4WD. Lead time is 24-28 months, and this approval will not need to be budgeted in the upcoming budget. We would like to be able to deploy three ambulances. While we currently have three, one is usually doing scheduled maintenance or being used at standby events, so we would like to have a fourth ambulance. The extra cost would be about $30,000 (equipment costs for the unit). The cost of the ambulance that we received in September was about $260,000 and the cost is now up to $380,000.

**Secretary Lippsmeyer –** Approve the expenditure of up to $390,000 to purchase a new ambulance from Horton.

**Director Miller** – Second.

**President Hamilton** – All in favor, none opposed, carried – passed unanimously

1. **Toyota Prius Surplus**

Purchased a 2008 Toyota Prius for $7,260 from Washington State surplus in 2018. One of our residents was driving the vehicle to school and got hit in the Chemeketa parking lot. The vehicle was taken over to White’s Collision Service and the damages cost more than what insurance was willing to pay so the insurance company totaled it out, and issued a check to the District for $7,260. We now have the option to surplus the vehicle.

**Secretary Lippsmeyer –** Motioned to surplus the vehicle (Resolution 2024-02).

**Director Cole –** Second.

**President Hamilton –** All in favor, none opposed, carried – passed unanimously.

**CHIEF’S REPORTS:**

1. **Seasonal Staffing Grant**

- $35,000 grant from the Oregon State Fire Marshal’s Office.

- Receiving it for the third year in a row.

- Extended the season from June 1st to the end of October.

1. **New Hire**

- Offered a position to one of our firefighter/paramedic candidates. Currently waiting on some other information (background/physical), and then we can get a start date. This will allow us to have five people per shift.

1. **Strategic Planning Update**

- Workshop day planned for Friday, April 26th. 8am-2:30pm.

- Prior to the actual retreat day, they are doing one on one phone calls with everyone involved.

1. **Notable Incidents**

- Large natural gas line was broken in Independence by city contractors doing work in the area.

- Fire out on Roger’s road (4/11).

1. **Member of the Month**

- Avery Gaul (Station 70)

- Graduated from the last recruit academy.

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

**PUBLIC COMMENTS**: None at this time.

**BOARD MEMBER COMMENTS**:

**Secretary Lippsmeyer:** Thank you to Avery!

**EXECUTIVE SESSION:** According to ORS 192.660(2)(d) – to conduct deliberations with persons designated to carry on labor negotiations. Will not continue to regular session afterwards.

**ADJOURNMENT: President Hamilton adjourned the meeting at 6:05pm. The executive session was adjourned at 6:34.**

**Minutes by Maliyah Thompson**