

Board of Directors
Regular Meeting
December 13, 2017 at 7:30 PM
Mohawk Valley Fire Station #1
92068 Marcola Rd.

December 13th, 2017

Call to Order: President Elmer called the meeting to order at 7:31pm.

Roll Call: Elmer Shew X Dan Pike X Quentin Holmes X Eric Stevenson
Kevin Woodworth X

Approval of Minutes: November 8th, 2017 Board Meeting

President Elmer asked for any corrections; it was mentioned that the approval of 4-0 throughout the notes needed to be 5-0. President Elmer asked for motioned for approval. Dan and Quentin approved respectively. Minutes were approved 4-0.

Audience Participation: (Citizen Testimony)

None

This meeting adjourned at 7:32 to begin the executive session ORS 192.660(2)(Ch). It resumed 8:05

Correspondence:

The notification letter from Trent Dugger.

SDAO is hosting a conference geared toward Board members and Human Resources. It is in Seaside, OR in February. Chief Wallace and Kevin are attending. Chief is looking into the Human Resources classes. He needs to know if any other members want to join. The district received the first two registrations for free since they haven't attended in a while.

Financial Report: November 2017 report was reviewed.

Tax money is in and we are almost even from this time last year.

Big payments were a lease payment and conflag. He also noted he received all fire protection agreements except one.

Chief Wallace explained what expenses were on the credit card. The highlights were a 30 cent fuel charge, services monitors and a tire check. Chris stated the gas station ran out of gas so they drove down the street. Chief Wallace stated the service monitors were not charged until six months after and then needed services again so they were hit twice with that payment.

The tire check will be on the next month check registry.

President Elmer made a motion for approval. Quentin and Dan approved respectively.

Approved 4-0.

Fire Chief Report: Officer's Report/ Maintenance Report/ Activity Report

The Activity Report was discussed with highlights that include:

- Winter Driving Training
- Usual Meetings
- Kevin and his family put on a volunteer dinner

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- Donnie Easton received a new certification
- Recruit Training is done. Two formers volunteers came back and gained three new ones
- Patrick is taking his firefighter 1 class and Chief Wallace is taking a low and advance construction class
- Assisted Sweet Home with a fire
- Calls: 41 calls so far, 374 is the records and current at 380 for the year
- Chief's monthly hour report

Maintenance Report

The Maintenance Report was discussed with highlights that include:

- 1441 has electrical issues- it was part of the reason not to go the California fire
 - Replaced batteries under warranty
- 1460 utility truck is going downhill and is becoming a money pit.

Old Business:

1. Station 2

Application approved for the East side of Marcola Road. We will mostly likely need to have a surveyor come out. Once the lot is approved by the county then we have one year to do the well and septic approvals. Both can be covered in the current budget. Dennis and Chief agreed not to put money into this yet until the current owner signs over.

2. Audit

The audit is complete and paid for. The report is included and the wording is the near the same as last year. Chief Wallace will be looking into using a different auditor since Sweet Home has more work for their auditor but pays less.

3. Equipment Replacement

Chief Wallace is in contact with Special District who will do all the leg work for the bond; they only charge if the bond is approved. Chief doesn't think we will need to ask for more money if this is approved. President Elmer wanted to know what happens if we don't go by the standards of the air packs. Chief Wallace responded that the bottle designs are now changed so we have to change. It is usually a liability if we don't keep up with the standard. It is also good to have what other departments have so we can share.

4. Chief Wallace's Review

Quentin submitted his review, Kevin doesn't feel like he can provide an adequate one since he has been on the Board long, and President Elmer and Dan from memory did a quick review; noting he met or exceed expectations. Chief said he is open to feedback outside of official reviews.

New Business:

1. Firehouse Subs Grant

We have received the funds and equipment will be here in 3-4 weeks

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2. Rainbow Water Well

Chief Wallace met with Rainbow Water Well to see how their relationship is going. They are appreciative when we tell them we used a fire hydrant so they don't think it's a leak. Chief wants us to look into using a well if Rainbow water can use it as well. It would be their backup system. It would be good for lowering the summer water bill and having enough water during emergencies. With this relationship, we can see how much water we are using and they can monitor pressure in their system. President Elmer said to move forward and Chief will look into bids.

3. Equipment Reserve Fund Transfer

A funds transfer resolution was signed by President Elmer. It was approved 4-0.

4. Appropriating Unanticipated Revenue

We did go over on personnel because on conflag which is unanticipated funds. Other districts and auditors said they take the extra money on put it on the conflag line. This change must be done by June. President Elmer and Quentin stated we should wait just in case something happens.

5. Conflag Presentation with Dan Wallace and Chris Barnes

They showed picture of the California fire they were at in the Santa Rosa CA area. Their shifts were 24 on 24 off. On their off time, they served food to the evacuated people which went viral on social media. They said they felt well trained to be there.

6. Hiring Process

Chief Wallace gave out a hiring packet; the requirements are the same except timing of getting some of the certifications. He asked that we hire a temp part-time at \$15 an hour with no insurance to help with calls and projects. He is hoping to hire by February. The Board supported the temp hire.

Items Not on Agenda:

Future Meeting Agenda Items:

Reader Board

Next meeting is on January 10, 2018

Adjourn: Adjourned at 9:39pm. Quentin and Kevin approved respectively; approved 4-0.

Public comment is invited. Portions of this meeting may be held in executive session as per **ORS 192.660**.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 24 hours before the meeting to **Chief Steven Wallace at 541-933-2907**.

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Agenda Posted: Marcola Community Market, Mohawk Valley Fire District #1, Mohawk General Store, Website.

Submitted by Brenda Williams