

**Board of Directors**  
**Regular Meeting**  
**July 11, 2018 at 7:00pm**  
**Mohawk Valley Fire Station #1**  
**92068 Marcola Rd.**

**Call to Order:** President Shew called the meeting to order at 7:00pm.

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

**Approval of Minutes:** June 13, 2018 Board Meeting

President Shew asked for any corrections. It was noted that under New Business – Item 2 that it should read Board Policies. It was also noted that Eric helped with the board policies instead of Quentin. President Shew made a motion for approval; Eric and Kevin approved respectively. It was approved 3-0.

**Audience Participation (Citizen Testimony):** There were none.

**Correspondence:**

President Shew read Dan Pike's resignation letter. Kevin was nominated for Vice President. Eric seconded the motion. The district will need to find a replacement for the vacancy.

There was a statement about the budget. It was noted that the board did adopt the correct budget, but what was posted in the Register Guard was inaccurate. President Shew read the budget letter to the board to put it on record.

**Financial Report:** June 2018

The June report was reviewed.

Some of the highlights were:

- A visual graph of the end of the fiscal year
- Payment to Sea Western Fire for uniforms. Now all of the volunteers have matching uniforms
- Eugene Emeralds Baseball for the picnic. It was a great turn out. We are looking to do something different next year
- Payment to Jerry's to buy lumber for building training props
- Checks for conflag. We were deployed for 26 hours

The reimbursement for conflag has already been sent out to the State Fire Marshalls. We are waiting for the rest of Lane county to send in their reimbursements; they have 90 days to do so. Kevin asked if the State is trying to speed up the reimbursement processed. Chief said that within state, we are only waiting for our county and with new leadership in the districts, he expects a faster turnaround. There are some districts that go through Human Resources and other signatures before sending reimburse out.

We also keep track of the deployment hours. The task force calls the AOC when the firefighters leave and once they arrive home, they call the task force to report the hours.

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Kevin asked about the payment for health care. Chief explained that it only covers the paid staff and families, volunteers and board members have workers compensation, and there is a payment to WHA insurance for the employee assistance program for volunteers. Paid staff are through Moda and Delta Dental. The rate increase was due to the increase in cancer claims.

President Shew made a motion for approval. Kevin and Eric approved respectively. Approved 3-0.

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

The Activity Report was discussed with highlights that include:

- Standard meetings
- Training is up to par thanks to Patrick
- We are entering busy time of the year
- Traffic Management Safety training with ODOT, OSP and a tow company
- First wildfire up Hill Road. 1.3 acres burned, and the Coburg Chief called Chief Wallace with positive reviews of the district.

**Maintenance Report**

The report said May, but it did include June information. The highlights were:

- The cameras are now up and running at station 1,3 and 5
- We are getting LED lights
- Sumer work getting done such as weeding
- Program Switch on 1446 is still not working even with several phone calls between Chris and the company. It is going to be requested that they come up here or we take 1446 to them; however, this needs to be done after the summer fire season. Other companies said they will not try to fix it because that module was outdated quickly after being released. It can only be used on Code 1 calls.

**Old Business:**

1. Station 2

Chief was assured with are within a few months to close this purchase.

2. Budge Approval

The budget letter was already read. There is nothing new to this item.

3. Mary Cole Days

Mary Cole Days will be August 11<sup>th</sup>. The volunteer association is working on an all you can eat breakfast for Sunday to show the community appreciation for approving the bond. The planning is going well.

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4. Board Policies

Kevin suggested the board wait for Quentin. It was approved it tabled it for the next meeting. Chief asked that the board email him with questions, so he can prepare explanations. Kevin suggested a work session to go through the policies. President Shew gave an example of an easy question to resolve, but it was agreed that a work session will be on September 12<sup>th</sup> from 5:30-7:00pm. There must be more than 2 board members there and Chief has to give the public notice of this work session.

**New Business:**

1. Bond

Tonight, the resolution needs to be signed. The resolution allows the board to move forward with selling the bonds. Chief talked about going with RFPs because of the low interest rate. We must sell bonds to appropriate funds and then approve to spend the funds. This will also create a supplemental budget. Kevin wants to make sure we are transparent to anyone that walks in and wants to see how we are spending the money. Chief has a separate spreadsheet just for the bond and the projects related to the bond monies. This new spreadsheet will be included in the packet at each meeting. The resolution was approved 3-0.

There was talked of having the packets emailed the week before the meeting to the board members. It was required that they all use their district email.

2. Board Member Position

We have received Dan Pike's letter of resignation which means we can open the applications up. The application is included in the packet. President Shew suggested we check with prior applicants to see if they are still interested. If a new board member is appointed in August, they cannot vote until September. The board approved to post for the position. Eric and Kevin approved respectively. It was approved 3-0.

**Items Not on Agenda:**

None

**Future Meeting Agenda Items:**

None

**Next meeting is on August 8, 2018 at 7:00pm**

Adjourn: Adjourned at 8:01pm.

Eric and Kevin approved respectively; approved 3-0.

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

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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.**

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

Submitted by Brenda Williams