

**Board of Directors  
Regular Meeting  
August 8, 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  Quentin Holmes  Eric Stevenson   
Kevin Woodworth  Vacant

**Approval of Minutes:** July 11th, 2018 Board Meeting

President Shew asked for any corrections. There were none. President Shew asked for a motion to approve; Quentin and Kevin approved respectively. It was approved 4-0.

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

**Correspondence:**

There was a letter from Accuity, LLC. The letter says they will start our audit on August 3<sup>rd</sup> and what their process is. Accuity has rescheduled the start date to August 23<sup>rd</sup>.

There was another letter from the Mary Cole Celebration Committee informing the board that they are continuing service with a bartender that has worked during Mary Cole in the past. Chief explained that the beer garden sponsored by the department, but is not a big money maker. The money earned goes back to the department except for the bartender fees. We sponsor it because we have liability insurance. Everything is permitted.

**Financial Report:** July 2018

The July report was reviewed.

Some of the highlights were:

- Special Districts – a payment for our annual insurance policy and another one for the employee health care
- Sea Western Fire Fighting– annual SCBA testing and another one for the other parts of the uniforms

President Shew made a motion for approval; Kevin and Quentin approved respectively. It was approved 4-0.

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

The Activity Report was discussed with highlights that include:

- The Chief hours for the past 5 weeks
- Standard meetings
- No certificates received
- 2 conflagration deployments
- Coburg used the DPSST Vent Prop since it is a hard prop to get
- Calls are up compared to this time last year
- August already has 15 calls

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Quentin mentioned to he would to see pictures of volunteers and their experience on conflagration.

**Maintenance Report**

The Maintenance report was reviewed. The highlights were:

- Start work on the 1441 valve overhaul after Mary Cole – it is a water valve
- Repair dry hydrant on Pachelke Rd and Mohawk River Rd.
- Dry hydrant diagnosis at Mohawk Loop
- Cleaning up the Mack for Mary Cole.

This will be the first time in a while that the Mack has been used. A volunteer headed the project. The dry hydrants were discussed. It was said they were plugged into the river and do not have valves. The materials were received on a grant.

**Old Business:**

1. Station 2

We submitted a \$1000 down deposit to the surveyor. The surveyor is marking for the corners of the lot. Once it is done, we should be able to take over the property. The cost of the surveyor should be about \$3100.

2. Mary Cole Days

Mary Cole Days will be August 11<sup>th</sup>. The Chief will do a community session in the training room at 3:30pm for anyone that has questions. There will be an all you can eat breakfast on Sunday from 8-11. This is to show the community appreciation for approving the bond. The food was donated, we borrowed a grilling trailer from Brownsville, and Chris is heading the cooking.

3. Board Policies

There was a reminder that there will be a work session starting at 5:30 before the next board meeting. Eric cannot be there. The other board members discussed having a simple dinner.

**New Business:**

1. Bond

Chief went over the General Obligation Bond Proposal packet. It is a summary of all of the RFPs we received for the bond. Zion Bank had the best terms and rates. The SDAO has worked with them and suggested them as well. The board reviewed the packet. President Shew made a motion for approval. Quentin approved. Kevin asked about the tax rate. It was explained that the better the interest rate, the lower the tax rate would be for tax payers.

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This is why we cannot give a guaranteed tax rate when asking for a bond. Kevin then seconded the motion. It was approved 4-0 to go with Zion Bank.

Chief also mentioned that he will be providing a separate spreadsheet for the bond project and how much is being spent on each. Since Zion bank has good rates, it is expected that we will be under for each project and start paying off the bond. Chief went over two high cost projects: air packs and manufactures for the apparatus.

We currently have MSA air packs that have received many complaints and because they have moving parts, they are in need of monthly repairs. We are considering going with Scotts. Scotts is more expensive, but have multiple safety features and twice the lifespan. They have a group pricing contract which has been approved by our attorney. We are quoted for 45 air packs.

Chief reviewed the pros and cons for the manufactures of the apparatus. KME was reviewed but our current KME is falling apart and we are not a fan of their service. President Shew wanted information about the 4x4. We are considering a 4x4 apparatus because of winter driving and extrication usually happens off road and the 4x4 will be better for these situations. Kevin wanted to know how long it takes for built time and what about our rescues. It is typically 9 months to a year and we are focusing on big ticketed items for to make sure the funding is there.

## 2. Board Applications

There were two applications submitted and one of them, Brenda Stedman, attended the meeting. Kevin liked that she attended the meeting and had prior board experience. Kevin, Eric, and Quentin voted for Brenda. Brenda was approved 3-1. She can come to the work session next month but can't vote until she sworn in at the next board meeting.

## 3. Supplemental Budget

The SDAO needs to verify with the county that we do not have to do a supplemental budget. If it is needed, the board will need to meeting by the end of the month.

### **Items Not on Agenda:**

President Shew wanted to talk about the district credit cards.

Chief stated each paid employee has one with \$1500 limit, but when volunteers go out on conflagration there is not a department one to use. The volunteers use one of the paid employees card. We have accounts with several businesses so the paid employee is called to get permission to use the card. We currently do not have a gas card either. Chief is looking into getting business credit card accounts. President Shew stated we are going to need a form signed for volunteers. Eric stated we will need a policy on the business cards, fuel, and then a form will need to be signed by the volunteers.

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For conflagration, we are reimbursed for fuel when the truck is there, but to and from is on the district. The last conflagration, the brush rig clocked 246 hours.

**Future Meeting Agenda Items:**

1. Work Session 9/12/2018 at 5:30pm

**Next meeting is on September 12, 2018 at 7:00pm**

Adjourn: Adjourned at 7:50pm.

Quentin and Eric 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.**

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

Submitted by Brenda Williams