

**Board of Directors**  
**Regular Meeting**  
**July 8th, 2020**  
**Mohawk Valley Fire Station #1**  
**92068 Marcola Rd.**

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

**Roll Call:** Elmer Shew  Quentin Holmes   
Eric Stevenson  Kevin Woodworth  Peggy Schultz

**Approval of Minutes:** June 10th, 2020 board meeting  
President Woodworth asked if there were any corrections to last month's board meeting minutes. There were none. President Woodworth asked for a motion for approval; Quentin motioned to approve, and it was seconded by Eric. It was approved 5-0.

**Audience Participation (Citizen Testimony):** None

**Correspondence:**

None

**Emergency Prep Group:**

The group is wanting to do a fire alarm installation class and giveaway.

**Financial Report:** June 2020

The report was reviewed. The highlights include:

- All categories are under budget. We knew we would be over in PERS but Personnel is under overall
- We were 17% under budget and 107% of revenues came in
- SDAO workers compensation payment
- Preventive maintenance
- New batteries for portable radios
- California deployment reimbursement came in

Elmer suggested putting more in the equipment reserve. Chief said that was the plan.

President Woodworth asked for a motion for approval; Elmer motioned to approve, and it was seconded by Quentin. It was approved 5-0.

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

The Activity Report was discussed with highlights that include:

- Standard meetings and some were online due to covid-19
- The small and large incident evolutions trainings helped with timing of the crews
- Outside training classes are still cancelled
- Calls are lower than this time last year
- Calls are steady for July

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**Maintenance Report**

The Maintenance Report was not included but Chief discussed the following:

- Lots of yard projects
- Getting ready for conflagration
- Programming radios
- Rescue at station 2 had a mice problem, it is airing out at the main station
- Chief's rig has to go back to Chevy for repairs

Elmer asked about station 2 steel fence posts. Chief said that was on the project list to complete.

**Old Business:**

1. Grants

We got a 50/50 grant for wildland equipment. We resubmitted for Firehouse Subs grant for PPE and there were discussed about the expiration dates of those things. Chief said it is not as restrictive as it used to be but we do keep track of dates. We have not heard about the AFG.

2. COVID 19 Update

Masks are required indoors. We wear masks indoors when the public enters our building. Staff are required to wear masks if they go to stores or near the public.

Peggy asked about any problems with protestors; we have not had any problems.

**New Business:**

1. Audit

The auditors will be here August 7<sup>th</sup>. They have all the pre-audit paperwork.

**Items Not on Agenda:**

**Future Meeting Agenda Items: Chief's Contract**

Chief handed out a packet of comparable contracts with other Chiefs. He discussed some of the individual and department accomplishments. He suggested doing a contract for 5 years instead of 3, which is normal among other departments. He also discussed doing a 5% increase at the top step. There are items that need to be updated in the contract that have already happened. Other Chiefs get incentives such as attending a certain amount of calls and trainings. We have until April to renew.

Quentin asked about how conflagration would work with COVID. The state just had a training about this. They would cater all food, try to separate out camps and shower schedules. They would try to stagger crew schedules, but it will depend on the size of the fire. Crews will have to go through COVID testing as well.

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**Next meeting is on August 12, 2020**

Adjourn: Adjourned at 7:25 pm.  
President Woodworth asked for a motion for approval; Quentin motioned to approve, and it was seconded by Eric. It was approved 5-0.

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