

**Board of Directors**  
**Regular Meeting**  
**June 12th, 2019**  
**Mohawk Valley Fire Station #1**  
**92068 Marcola Rd.**

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

**Roll Call:** Elmer Shew   X   Quentin Holmes   X    
Eric Stevenson      Kevin Woodworth   X   Brenda Stedman     

**Approval of Minutes:**

President Shew asked if there were any corrections to last month's budget minutes. There were no corrections. President Shew asked for a motion for approval; Quentin and Kevin approved respectively. It was approved 3-0. President Shew asked if there were any corrections to last month's board minutes. There were no corrections. President Shew asked for a motion for approval; Kevin and Quentin approved respectively. It was approved 3-0.

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

**Correspondence:**

There were none.

**Financial Report:** May 2019

The report was reviewed.

Some of the highlights were:

- The first bond payment was made
- Rosenbauer payment for the engine
- Sirenet payment was for the rescues

Quentin asked about how long we have to pay on the engine. We have 1 more payment on the tenders. One engine will be paid off in 2025 and the other was paid outright with the bond money. The rope kits were for water and wildness rescue. We have 2 full kits now and Chief is thinking of building a Quick Response kit. We will do training with McKenize on river and flood rescues.

President Shew asked for a motion to approve; Kevin and Quentin approved and seconded respectively. It was approved 3-0.

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

The Activity Report was discussed with highlights that include:

The activity report included:

- The Chief hours were included
- Standard meetings
- Quarterly Emergency Preparedness meeting
- Training and outside training was mentioned

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After the emergency preparedness meeting, we have done several home and drive way inspections. As of today, we are on our 21<sup>st</sup> call for the month. We are now back to about the same calls as this time last year.

**Maintenance Report**

The Maintenance report was reviewed. The highlights were:

- Rescue is about 80% done.
- There were 2 applications for the summer help but one already dropped out so they extended the application
- Portable radio inventory; looking at what we have, what we need and what needs fixed
- Attended a fire expo where we got to see new equipment
- Everything else was normal monthly maintenance

Kevin asked when the rescue would be done. Chief is hoping for next Friday.

**Old Business:**

1. Station 2

No update.

2. Project Update

The rescue is about 80% done and then we will start working on the next one. The air packs are in service and getting good reviews. The engine should arrive in September-October and should be able to get into service quickly after arrival.

3. Alfalfa Fire District

Alfalfa's board signed the contract. They got the engine earlier which was approved by the staff and the board members that the Chief was able to contact. An addendum was put into the original contract.

4. Protection Contracts

No updates and Chief said we can take this off the agenda.

5. Mary Cole Days

The department has taken over coordinating but one member of the original coordinating committee is helping. There won't be a beer garden. We will have security just in case someone tries to bring their own alcohol. The parade is being coordinated and people are already signed up for booths. We will be doing fire education and borrowing the sprinkler trailer. The Association will do breakfast the next morning.

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**New Business:**

1. Board Positions

Peggy Schultz won the seat that Brenda has. She will be a new member after July 1<sup>st</sup>. She has met with the Chief to get updates already. Chief check the rules and she cannot get sworn in the meeting before taking her seat. The board will need to sign a resolution to update the board policies about when new members can be sworn in. It was signed. President Shew asked for a motion to approve; Kevin and Quentin approved respectively. It was approved 3-0.

2. Budget Resolution

The budget committee signed the resolutions and now the board needs to adopt the budget. All members had copies of the paperwork. President Shew asked for a motion to approve; Kevin and Quentin approved respectively. It was approved 3-0.

3. Emergency Preparedness Group

40 people showed up to the meeting. There is a webpage set up and other districts are also starting these kinds of groups. Honey Bee donated 110 water storage tanks and they will give out to the community members also education them about storing water and purifying it. They will do quarterly meetings. Chief and another person took classes to be Certified Business Fire inspectors. This will help with our community getting annual inspections instead of every few years. President Shew wanted to know what can be done with enforcing rules after inspections. Chief stated that we can make recommendations and then do a re-inspection. If the recommendations are not followed then we will report to the Fire Marshall.

**Items Not on Agenda:** The policy for public records timeline request also needed to be added to the board policies. SDAO added that districts shall reply within 10 business days to these requests. It was signed. President Shew asked for a motion to approve; Kevin and Quentin approved respectively. It was approved 3-0. Chief said he will email out the updates for both policy changes.

Chief made a comment that fire season starts on Monday the 17<sup>th</sup>. The pile at the weigh station is Lane County's pile and they are in talks with getting rid of it, but it may happen during fire season.

**Future Meeting Agenda Items:**

**Next meeting is on July 10th, 2019 at 7:00pm**

Adjourn: Adjourned at 7:35pm.

President Shew asked for a motion to adjourn. Quentin and Kevin approved respectively; approved 3-0.

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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