

**Board of Directors  
Regular Meeting  
October 12, 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  Brenda Stedman

**Approval of Minutes:** September 12, 2018 Board Meeting  
President Shew asked for any corrections. There were none. President Shew asked for a motion to approve; Kevin and Quentin approved respectively. It was approved 4-0.

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

**Correspondence:**

There was a letter from the Oregon Department of Forestry thanking the department for their cooperation and leadership personnel. Quentin noted it is a nice letter and reminder that we are close to disaster. Chief stated that is why we are aggressive with wildland fires.

**Financial Report:** September 2018

Last month's report was reviewed. The packet included old forms and the new form using Quick Books. Quick Books allows Chief to be faster with reporting and can get better data. It also has more detailed information about what category was paid. In the memo column Chief said it would be more explained on what it is for instead of saying Check Paid. He will continue give the Board both forms for a few months to help with the transition.

Some of the other highlights were:

- Kevin wanted to know what the \$595 Mary Cole charge was. Chief noted it was a total amount for
- Quick Books can do a budget forecast, so long term financial decisions/questions can be found easily
- Auditor can help with any budget issues
- Pool Account currently does not compare to prior years

President Shew asked for a motion to approve; Quentin and Kevin 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
- Standard meetings
- Hose Testing finished
- 2018 has had more medical calls whereas 2017 had more complaint calls
- Lift assists are few but there is a reoccurring one every few months
- We have doubled personnel and currently have a wait-list for last resident position

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- 18 call so far in October and will come close or over the 2017 record calls of 398

**Maintenance Report**

The Maintenance report was reviewed. The highlights were:

- Cleared 4 trees for well drilling rig and may have to do more
- Working on the regular maintenance schedule for 1416, 1446, 1441
- Quentin wanted to know what was wrong with the rain gauge. There is nothing wrong with it, it just needed cleaned which is done about once a month.

**Old Business:**

1. Station 2

We are currently prepping the area and the well should be dropped within 2 weeks. WE got a permit for septic test holes; the two upper holes should work. We will be removing trees within 30 feet of the building and will replant elsewhere. We are also planning on a 2<sup>nd</sup> break 100 feet away so some brush will need to be removed. ODF has a crew that needs training, so they will be doing this work for free.

2. Mary Cole Days

Val Rylands came to speak about Mary Cole Days and a bit of history on it. She has been on the committee for 30 years. She has noticed the event dwindling but feels that getting rid of the beer garden would be the end of Mary Cole Days. The parade is still a hit as well as the chicken. It was noted we do not have a parade coordinator anymore. There was a lengthy discussion about the beer garden.

It was also discussed that no one has been really sure who is responsible for the entire event; it has been a coordinated effort, but after some discussion, the Fire Department made need to take over the committee bank account since they do not have a tax ID. There was more discussion on a possible complete revamp of the event and it may be the best time to do it since there is more festival competitions and we just passed a bond; which was why Mary Cole was created, to thanks the community.

3. Project Updates

This was vague because there were things discussed about 2 tenders and the bond.

Tender Project

2 tenders have issues. The Chief will be taking one to Yakima next week for electrical issues. The other tender has a tank issue and it is under a lifetime warranty. Chief said he spoke to the company about the lifetime warranty. We cannot fix the tank because that would void the warranty, but the company hasn't been able to fix it either. Chief is pushing for a replacement.

Bond Project

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We have ordered the versatile engine which will help with wildland fires. The cost is around \$364,000. This engine is \$75,000 less than previous purchases. The department had a long pre-built conference call with the company and felt good about the call and the customer service received.

Chris handed out a summary of quotes for the truck rescue. The 2019 model we were looking at is already sold out. There was discussion on what is needed on the truck rescue such as bed liners and power mirrors. We are thinking long term needs since it may be repurposed in the future. Chris said we will probably go with the excel model from Power Newport. Kevin asked about warranty. The warranty is valid since it is a fleet warranty, so we can take it straight to a dealership locally.

**New Business:**

1. Board Policies

The board is planning another work session at 6:00pm before the next board meeting. Chief will email the new changes so far. Chief brought up a discussion about his vacation. He was not started as a new employee, so his vacation level should not start over. If the Board decides to start him over, his vacation as a Training Officer should be paid out. Kevin asked if he knew what his hours were, and Chief said he was most likely at the max of 240 vacation hours.

Chris also brought up that Alfalfa Fire would like to buy an engine. We have donated to them in the past. Their Chief will be coming with a proposal of a payment plan to the Board.

2. Accounting Software

We moved to Quick Books and the discussion on the benefits of it happened earlier in the meeting.

3. Audit Update

The auditor is hands on and will be attending the next meeting.

**Items Not on Agenda:**

**Future Meeting Agenda Items:**

1. Work Session 11/14/2018 at 6:00pm

**Next meeting is on November 14th, 2018 at 7:00pm**

Adjourn: Adjourned at 8:29pm.

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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